



NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS
COMMUNITY AND THE TOWN OF MARANA

PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org



REGULAR MEETING AGENDA

**Northwest Fire District Training Facility
5125 W. Camino de Fuego
Tucson, Arizona**

**Tuesday, February 23, 2016
06:00 PM**

The Northwest Fire District Governing Board will meet in Public Session for a Regular Meeting on February 23, 2016, at 6:00 PM, in Building A of the Northwest Fire District Training Facility Located at 5125 W. Camino de Fuego, Tucson, AZ.

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Board.

- I. Call to Order/Roll Call/Affirmation of Quorum**
- II. Salute to the Flag of the United States of America**
- III. Presentation of Service Awards**
- IV. Public Forum**

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should complete a Citizen Information Card prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.

- V. Consent Agenda**

The Consent Agenda contains items which might require action by the Board, but which are generally routine items not requiring Board discussion. Usually, a single motion will approve all items on the Consent Agenda, including any

resolutions. However, a Board Member may remove any item from the Consent Agenda, and that item will be discussed and voted upon separately.

Approval of Consent Agenda

- A. Approval of the Minutes of the January 26, 2016, Regular Governing Board Meeting and Executive Session
- B. Adoption of Resolution No. 2016-005 Approving an Intergovernmental Agreement (IGA) with the Arizona Board of Regents for a Ride-A-Long Program with the College of Nursing
- C. Adoption of Resolution 2016-006 Ordering the Reyher Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 13600 W. Sagebrush Road and is North of W. Marana Road and West of N. Sanders Road in Tucson, Pima County, Arizona
- D. Adoption of Resolution 2016-007 Ordering the Padilla Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 11785 N. Camino De Oeste and is South of W. Camino De Manana and West of N. Camino De Oeste in Tucson, Pima County, Arizona
- E. Adoption of Resolution 2016-008 Ordering the Dove Mountain Resort Lots 95 & 96 Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 6118 & 6120 W. Seven Saguaro Circle, North of Dove Mountain Boulevard and East of North Secret Springs Drive in Marana, Pima County, Arizona
- F. Adoption of Resolution 2016-009 Ordering the Veteran's Cemetery Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 15950 N. Lockett Road and is North of Hardin Road and East of Lockett Road in Marana, Pima County, Arizona
- G. Adoption of Resolution 2016-010 Ordering the Cornerstone Homes LLC Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 4240, 4300, 4340, 4350, 4345, 4305, & 4245 W. Cornerstone Court and is South of West Moore Road and West of North Oldfather Road in Marana, Pima County, Arizona
- H. Approval to Authorize Staff to Release Request for Proposals (RFP) No. 1602 Regarding Foundation and Pavement Improvements
- I. Approval of the Cooperative Purchasing Agreement with the Interlocal Purchasing System (TIPS)

VI. Reports and Correspondence

A. Fire Chief's Report

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

VII. Business

- A. Discussion and Possible Action to Authorize the Northwest Fire District to Enter into Negotiations for a Vehicle Lease Program with Enterprise Fleet Management to Supply and Maintain District Support Vehicles; and Authorizing Execution of an Agreement with Enterprise Fleet Maintenance.
- B. Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Community Safety and Support Departments to Include Prevention & Life Safety, Fleet, Building Maintenance, and Warehouse

VIII. Future Agenda Items

A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).

IX. Adjournment

George Carter, Board Chair

Two Board Briefing Books containing material related to the Board Meeting are available for public review the day before and the day of the Board Meeting during office hours at the Administration/Prevention and Safety Office located at 5225 W. Massingale Road, Tucson, Arizona 85743 – (520) 887-1010. The two Board Briefing Books are also available for public review at the Board Meetings.

The Northwest Fire District Board may vote to go into Executive Session on any agenda item pursuant to ARS §38-431.03 (A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. Pursuant to Board Policy, from time to time, it might be necessary for a Board Member to attend a Board meeting via speakerphone.

The Northwest Fire District Training Facility is accessible to persons with disabilities. In compliance with the Americans with Disabilities Act (ADA), those persons with special needs, such as large-type face print or other reasonable accommodations, may request those through Heather D'Amico, by calling 887-1010, ext. 2905, before the meeting.

Posted February 18, 2016



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

MEMORANDUM NO. (ID # 2141)

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Approval of Consent Agenda

RECOMMENDATION:

Approve the consent agenda as presented

MOTION:

Move to approve items A through I on the February 23, 2016, Consent Agenda as presented.

DISCUSSION:

Use of the Consent Agenda can help streamline the meetings by saving time on routine items allowing more time for in depth discussion of items such as the Budget. Attached to this memo you will find a packet for each item on the Consent Agenda. If the Governing Board wants to treat any item as a regular agenda item, the item can be considered under the Business section. For ease of procedure, if the Board has amendments to the meeting minutes (Item A), that might be handled separately before moving on to the rest of the Consent Agenda items.

If an individual item(s) is selected for removal from the Consent Agenda, the above motion could be modified to approve that item(s) under Business.

FISCAL IMPACT:

None

ALTERNATIVES:

Move items to Business for further discussion and individual vote, approve only selected items, or table items

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-11**

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Approval of the Minutes of the January 26, 2016, Regular Governing Board Meeting and Executive Session

RECOMMENDATION:

Approve the minutes

MOTION:

Move to approve the minutes of the January 26, 2016, regular meeting.

DISCUSSION:

The minutes of the January, 2016, regular meeting are attached for review.

FISCAL IMPACT:

None

ALTERNATIVES:

Approve the minutes with revisions or do not approve the minutes

ATTACHMENTS:

- Minutes 1-26-16 (PDF)



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Minutes of the Northwest Fire District Governing Board Regular Meeting January 26, 2016

DRAFT

I. Call to Order/Roll Call/Affirmation of Quorum

Attendee Name	Title	Status	Arrived
George Carter	Chairman	Excused	
Bruce A. Kaplan	Vice Chair	Present	
Tim Clayton	Board Clerk	Excused	
David Talas	Board Member	Present	
Peg Green	Board Member	Present	

II. Salute to the Flag of the United States of America

Bruce Kaplan led the Pledge of Allegiance to the Flag.

III. Presentation of Service Awards

Brian Keeley presented the following awards:

- NWFD was presented the Pita Compassionate Award
- NWFD received recognition from the Wellness Council of AZ
- Fire Inspector Marie West was named a finalist for the 2016 Women of Influence Award

The following employees accepted promotional awards in which Assistant Chief Emans administered the loyalty oath:

- Anthony Granillo was promoted to Paramedic
- Marcus Grijalva was promoted to Paramedic
- Angel Perez was promoted to Paramedic
- Matthew Storms was promoted to Paramedic

IV. Public Forum

Brian Keeley, Vice President of Local Union 3572, was present to answer any questions on behalf of the Union.

V. Consent Agenda

DRAFT

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, David Talas, Peg Green
EXCUSED:	George Carter, Tim Clayton

Approval of Consent Agenda

Consent Agenda item V. "E" was tabled for a future meeting.

Bruce Kaplan made the following motion, seconded by Peg Green and approved unanimously with three ayes:

MOVE TO APPROVE ITEMS A THROUGH, EXCLUDING ITEM E, ON THE JANUARY 26, 2016, CONSENT AGENDA AS PRESENTED.

- A. Approval of the Minutes of the December 15, 2015, Regular Governing Board Meeting and Executive Session**
 - B. Adoption of Resolution No. 2016-001 Approving the Intergovernmental Agreement Between Northwest Fire District (NWFD) and Mountain Vista Fire District (MVFD) for Fire Marshal, Fire Inspection, Fire Investigation, Code Consultation and Plan Review Services**
 - C. Adoption of Resolution No. 2016-002 Approving the Intergovernmental Agreement with Picture Rocks Fire District to Provide Emergency Battalion Chief Services**
 - D. Adoption of Resolution No. 2016-003 Approving the Intergovernmental Agreement Between the Golder Ranch Fire District and Northwest Fire District for Emergency Cardiovascular Care Training**
 - E. Adoption of Resolution No. 2016-004 Approving the Intergovernmental Agreement for the Use of the District Mobile Fire Simulator Between Northwest Fire District and Several Other Fire Districts in Pima County**
- Item was tabled for a future meeting.
- F. Approval of an Amendment Renewing the Fire Protection Agreement with CalPortland Company, Rillito Cement Plant, from February 14, 2016, through February 13, 2017**
 - G. Approval of Contract Extension for Grant Consultant Services with James Grasham**
 - H. Approval of the Northwest Fire District Proposed Budget Development and Adoption Calendar for the Fiscal Year Ending June 30, 2017**

VI. Reports and Correspondence

DRAFT

A. Fire Chief's Report

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

The reports were included in the packet; there was no discussion.

B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

Financial Reports

The monthly reports are included in the packet. Dave Gephart stated the reports cover the period through November, 2015. All funds remain healthy with the exception of the Ambulance Fund. Mr. Gephart reported there have not been any collections received through November. Bills have been sent out, and he is hopeful collections will pick up. Mr. Gephart stated the District remains financially healthy and sound.

Bruce Kaplan made the following motion, seconded by Dave Talas and approved unanimously with three ayes:

MOVE TO APPROVE THE DISTRICT'S MONTHLY DISBURSEMENTS REPORT AS PRESENTED.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, David Talas, Peg Green
EXCUSED:	George Carter, Tim Clayton

VII. Business

- A. Discussion and Possible Action Concerning District Funds on Deposit in the Valley Schools Benefits Trust; the Board Might Choose to Go into Executive (Closed) Session, Pursuant to A.R.S. §38-431.03(A)(3) and (4), to Get Legal

DRAFT

Advice and to Direct the Board's Attorney Concerning Filing a Formal Claim for Return of the Funds.

Bruce Kaplan made the following motion, seconded by Peg Green and approved with two ayes; Dave Talas voted nay:

MOVE TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSES OF RECEIVING LEGAL ASSISTANCE AND TO DIRECT THE ATTORNEY.

The following persons were invited to join the executive session: Assistant Chief Bradley, Assistant Chief Emans, Patricia Aguilar, David Gephart and Thomas Benavidez.

The executive session began at 6:24 p.m.

RESULT:	APPROVED [2 TO 1]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, Peg Green
NAYS:	David Talas
EXCUSED:	George Carter, Tim Clayton

Discussion and Possible Action Concerning District Funds on Deposit in the Valley Schools Benefits Trust; the Board Might Choose to Go into Executive (Closed) Session, Pursuant to A.R.S. §38-431.03(A)(3) and (4), to Get Legal Advice and to Direct the Board's Attorney Concerning Filing a Formal Claim for Return of the Funds.

Bruce Kaplan made the following motion, seconded by Peg Green and approved unanimously with three ayes:

MOVE TO DIRECT THE ATTORNEY AS DISCUSSED IN THE EXECUTIVE SESSION.

The executive session ended at 6:40 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, David Talas, Peg Green
EXCUSED:	George Carter, Tim Clayton

VIII. Future Agenda Items [A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).]

This item allows an *individual* Governing Board member to recommend item(s) to be placed on future agendas. The Board will not discuss the item(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item(s).

No items were presented at this time.

Northwest Fire District Regular Meeting Minutes
January 26, 2016
Page 5 of 5

DRAFT

IX. Adjournment

Bruce Kaplan made the following motion, seconded by Dave Talas and approved unanimously with three ayes:

MOVE TO ADJOURN THE MEETING AT 6:41 P.M.

Minutes approved by the Northwest Fire District Board at its February 23, 2016, Regular Governing Board Meeting.

Tim Clayton, Board Clerk



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.B

SCHEDULED

MEMORANDUM NO. 2016-12

Date: February 23, 2016
To: Governing Board
From: Brad Bradley, Assistant Chief
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution No. 2016-005 Approving an Intergovernmental Agreement (IGA) with the Arizona Board of Regents for a Ride-A-Long Program with the College of Nursing

RECOMMENDATION:

Staff recommends approving this IGA.

MOTION:

Move to adopt Resolution No. 2016-005 approving an Intergovernmental Agreement with the Arizona Board of Regents for the purpose of establishing a ride-a-long program with the University of Arizona's College of Nursing.

DISCUSSION:

The District was approached by the UA College of Nursing to establish a ride-a-long program for their nursing students. This agreement is very similar to the program established with the College of Medicine for the Residents. Staff recommends approval of this agreement for many of the same reasons that we supported the program with the Emergency Medicine Residents. Staff believes that any insight we can provide future doctors and nurses of the challenges of providing care in the field will result in a better understanding between our crews and hospital personnel and improve the continuity of care for our patients.

The program director is a long time paramedic program coordinator and instructor, as such, staff is confident the students will be well prepared and have a solid understanding of the do's and don'ts associated with ride-a-longs.

FISCAL IMPACT:

There is no direct fiscal impact associated with this agreement. Staff has the capacity to manage setting up the ride-a-longs and notifying the crews.

ALTERNATIVES:

Staff does not have any suggested alternatives to this agreement.

Memorandum 2016-12

Meeting of February 23, 2016

ATTACHMENTS:

- 2016-005 Resolution & Agreement (PDF)

RESOLUTION NO. 2016-005

A RESOLUTION OF THE GOVERNING BOARD FOR THE NORTHWEST FIRE DISTRICT ["NWFD"] APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE ARIZONA BOARD OF REGENTS ON BEHALF OF THE UNIVERSITY OF ARIZONA COLLEGE OF NURSING ["University"] FOR EMERGENCY MEDICAL TRAINING, INCLUDING SITE ROTATIONS.

WHEREAS, NWFD is an internationally accredited Arizona Fire District, organized under and existing pursuant to Title 48, Arizona Revised Statutes; and

WHEREAS, University is a university of the State of Arizona, organized under and existing pursuant to Title 15, Arizona Revised Statutes; and

WHEREAS, University and NWFD have been cooperating, and desire to continue to cooperate and exercise their powers jointly, pursuant to A.R.S. sections 11-952, 15-1625 (B)(2) and 48-805 (B)(16)(a) in providing emergency medical training opportunities; and

WHEREAS, staff from the University has drafted an agreement (the "Agreement"), attached hereto as Exhibit "A" and incorporated herein by this reference, allowing both entities to act cooperatively in providing training and education opportunities, including site rotations; for University's nursing students; and

WHEREAS, the Governing Board of the Northwest Fire District has reviewed the terms and conditions of the Agreement and finds that entering into it is in the best interests of NWFD and its residents.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Northwest Fire District that the Agreement, attached hereto as Exhibit "A", is hereby adopted, and District officers and staff are hereby authorized to execute the Agreement and take all steps necessary and proper to carry out its purposes.

PASSED and ADOPTED by the Governing Board of Northwest Fire District at a duly noticed meeting held on February 23, 2016, by a majority of a quorum of the Governing Board Members.

George Carter
Board Chair

ATTEST:

APPROVED AS TO FORM:

Tim Clayton
Clerk of the Board

Thomas Benavidez
District Attorney

EXHIBIT "A"

[Site Rotation Agreement for Nursing Students]

UNIVERSITY OF ARIZONA COLLEGE OF NURSING

SITE ROTATION AGREEMENT

This Agreement made by and between **Northwest Fire District, 5225 West Massingale Road, Tucson, Arizona 85743**, and its professional staff as employees, agents and independent contractors, individually and collectively ("Affiliate") and the **Arizona Board of Regents acting on behalf of The University of Arizona, College of Nursing, Tucson, Arizona 85721**, pursuant to Arizona Revised Statutes Title 15, Chapter 13, Article 2, Section 1625.B.2 ("University").

General Provisions

1. Purpose. The purpose of this Agreement is to establish coordinated clinical educational programs and guidelines for the education and training of health sciences students classified as either externs, interns, residents and/or fellows from the University, ("Program Participants").
2. Agreement Limitation. Each party will retain complete control over such programs of its own that are outside of this Agreement. This Agreement shall apply to all Affiliate's sites in the State of Arizona.
3. Term and Termination. The term of this Agreement will be from **January 1, 2016 through December 31, 2016**, and will be automatically renewed and extended each year, except that either party may, at any time, with or without cause, cancel this Agreement, or any renewal and extension thereof, by providing the other party with ninety (90) days advance notice in writing. Such termination will not become effective with respect to the Program Participants then participating in a rotation at Affiliate's facility until the Program Participants' scheduled rotation is complete, provided that Affiliate continues to have sufficient staffing and other resources to continue the program until that date.
4. Scope of Training.
 - A. Activities performed by Program Participants covered by this Agreement will be within the established and written requirements of the degree, certification, or training being pursued and as required of every candidate for that degree or certification, as applicable. Activities performed by Program Participants covered by this Agreement are considered to be educational in nature, and therefore, no monetary compensation will be paid to the Program Participants by the Affiliate or the Affiliate's patients. Any salary, stipend, and/or benefits, due a Program Participant will be the sole responsibility of the University.
 - B. Program Participants will not have implied, presumptive or apparent authority or independent health care responsibilities for patients and are not to be considered as ostensible agents, independent health care providers, patients' advocates, Affiliate's employees or agents, or individuals practicing in an extended role while participating in an education program pursuant to the terms of this Agreement.
 - C. Program Participants will not share in either the allocation of the duty of care responsibilities, determination of service utilization, or establishment of criteria for standard of care for Affiliate's patients which will continue under the exclusive management and direct control of the Affiliate and its professional staff.
 - D. Affiliate's patients will not be billed for services rendered either solely by the Program Participants or by Program Participants assisting services with the Affiliate's attending professional staff. Program Participants' involvement in the Affiliate's patient care activities will not result in increased costs to the patients or third-party payors, in any over-utilization of services or procedures, or impact on the patients' quality of care, freedom of choice and informed consent, or affect competition in any manner.
 - E. The withdrawal, dismissal, or removal of a Program Participant in accordance with Section 5, paragraph D of this Agreement, will not affect continuation of this Agreement or the continued training of other Program Participants.
 - F. Nothing in the execution of this Agreement, or in its performance, will be construed to establish an employer-employee, agency, partnership or joint venture relationship between the

Program Participants, individually or collectively, and the Affiliate or between the Parties to this Agreement.

5. University Responsibilities.

- A. For the duration of this Agreement, the University of Arizona, College of Nursing is responsible for the instruction, supervision and formal evaluation of Program Participants while at the Affiliate's sites. A University of Arizona College of Nursing Faculty Member will be on-site to provide supervision to the Program Participants.
- B. Provide Program Participants in good standing, meaning that each Program Participant will be (1) duly certified and/or licensed pursuant to the requirements of the State of Arizona, or will be deemed exempt from such requirement by the applicable licensing board, and (2) will have successfully completed the academic training necessary for participation and be in good standing with the University. The University agrees to promptly remove a Program Participant from the rotation at Affiliate's site if he/she is no longer in good standing with the University.
- C. Furnish the Affiliate, upon execution of this Agreement and separate written request, certification of worker's compensation coverage for eligible University Program Participants who are University employees. University also agrees to provide Affiliate with documentation, upon execution of this Agreement and separate written request, that the Program Participants have completed: (a) training in Human Blood and Body Fluid Precautions, that meets Occupational Safety and Health Administration (OSHA) Regulations; (b) immunization for Hepatitis B or a signed OSHA declination; (c) an annual skin test, chest x-ray or other appropriate health test or survey for Tuberculosis; and (d) immunization for Measles and Rubella.
- D. Notify Program Participants of the expectation to comply with all applicable policies, procedures, rules and regulations of Affiliate. Upon Affiliate's request, the University will remove any Program Participant from the training rotation covered by this Agreement for unsatisfactory performance or failure to follow Affiliate's administrative and patient care policies, procedures, rules and regulations, or any applicable laws of the State of Arizona.
- E. University agrees to provide basic HIPAA Privacy and Security Rule training to its Program Participants prior to placement at Affiliate and that departmental records of completion of such training will be available to Affiliate upon written request. University also agrees to notify Program Participants that they are required to comply with Affiliate's HIPAA policies and procedures during their rotation at Affiliate.

6. Affiliate Responsibilities.

- A. Affiliate will permit University's Program Participants, as part of their clinical training, to observe, interact, provide care and treatment, and evaluate Affiliate's patients under the supervision and guidance of an appropriate University faculty member from the College of Nursing.
- B. Affiliate agrees to maintain at all times premises liability, general liability and professional liability insurance coverage with policy limits in the amounts of one million dollars (\$1,000,000.00) per occurrence and three million dollars (\$3,000,000.00) in the aggregate.
- C. Pursuant to Section 4, paragraph A, Program Participants are not entitled to wages or any other form of compensation from Affiliate.

7. Insurance.

- A. The University will maintain commercial general liability insurance coverage and professional errors and omissions liability (professional liability) coverage reasonably satisfactory for protection of assigned Program Participants as established in accordance with Arizona Revised Statutes § 41-621, et seq., (State of Arizona Self-Insured Program), or amendments thereof, or other pertinent statutes. Such insurance will be in an amount of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate. Upon execution of this Agreement and separate written request, the University will furnish the Affiliate proof of such insurance coverage. However, provision of such proof of insurance coverage will not constitute acceptance of

Affiliate's tender of defense of allegations of negligence against Program Participants to the University.

- B. Affiliate will maintain commercial general liability insurance coverage, premises liability coverage, and professional errors and omissions liability (professional liability) coverage in amounts of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate. Upon execution of this Agreement and separate written request, the Affiliate will furnish the University of Arizona proof of such insurance coverage.
 - C. Each Party will notify the other thirty (30) days prior to any discontinuance of such insurance coverage. Upon either Party's notice of the other's discontinuation of insurance coverage, the other Party will then have the right to immediate termination of the Agreement. *Proof of such insurance coverage does not designate Affiliate as an additional insured.* It is also understood and agreed that such insurance coverage is excess over any other available and collectible insurance from any other source.
8. Relationship of the Parties. Nothing in the execution or performance of this Agreement shall be construed to establish an employer-employee, agency, partnership or joint venture relationship between the Program Participants, individually or collectively, and Affiliate or between University and Affiliate.
9. Withdrawal of Program Participant. The University shall ensure that the Program Participants agree to comply with all applicable policies, procedures, rules and regulations of Affiliate. Upon Affiliate's request, the University shall remove any Program Participant from the training rotation covered by this Agreement for failure to follow Affiliate's administrative policies, procedures, rules and regulations, or any applicable laws of the State of Arizona. Affiliate agrees to provide the University a statement in writing of the reason, or reasons, for the requested removal of the Program Participant following such withdrawal. The withdrawal, dismissal or removal of a Program Participant, in accordance with the provisions of this Agreement, shall not affect continuation of this Agreement or the continued training of other Program Participants.
10. Confidentiality/HIPAA.
- A. For purposes of the Health Insurance Portability and Accountability Act (HIPAA), University and Affiliate acknowledge that Program Participants are part of Affiliate's "work force," as defined in the HIPAA Privacy Regulations at 45 C.F.R. 160.103, and as such, no Business Associate agreement is required between the University and Affiliate.
 - B. In keeping with all federal and state rules and regulations regarding patient confidentiality, the University will notify the Program Participants that they are responsible for maintaining the confidentiality of patient information. The University expects that Affiliate will not permit Program Participants to access, or have the right to review, any medical record, except where necessary in the regular course of the training program covered by this Agreement or in furtherance of any litigation arising out of Program Participant's affiliation. Additionally, because of the University's potential reliance upon Affiliate for information required by federal, state and/or accreditation requirements, Affiliate agrees to provide University access to such information for those purposes. The University will advise Program Participants that they are not permitted to discuss, transmit or otherwise communicate, in any form, any patient information of a personal nature, medical or otherwise, obtained by the Program Participants, except as a necessary part of the training programs covered by this Agreement. University will affirm that all Program Participants have received training required by Federal Rules and Regulations for the protection of patients' protected health information (PHI) and that departmental records of completion of such training will be available to Affiliate upon written request. University expects that Affiliate will provide any additional training to Program Participants as members of its work force. University agrees to notify Program Participants of such requirement and Affiliate will provide University with records of such attendance.
11. Severability. If any provision of this Agreement is held invalid or unenforceable, the remaining provisions will continue valid and enforceable to the full extent permitted by law.
12. Liability. Neither Party to this Agreement agrees to indemnify the other Party or to defend or hold

harmless the other Party from liability hereunder. Each Party will be responsible for its own negligent acts or omissions. For purposes of this paragraph only, the term "Party" includes the named party, their directors, officers, employees and Program Participants.

13. Non-Discrimination. The parties will comply with all applicable state and federal statutes and regulations governing Equal Employment Opportunity, Non-discrimination and Immigration. Additionally, in the course of carrying out duties pursuant to this Agreement, Affiliate agrees that, if a Program Participant makes an allegation or complaint either to Affiliate or to University that s/he has been subjected to unlawful discrimination by Affiliate, Affiliate agrees to cooperate with University to investigate and resolve such allegations or complaints.
14. State Obligation. The Parties recognize that the performance by the Arizona Board of Regents for and on behalf of the University of Arizona may be dependent upon the appropriation of funds by the legislature of the State of Arizona. If the legislature fails to appropriate the necessary funds or if the University's appropriation is reduced during the term of this Agreement, the Arizona Board of Regents may reduce the scope of the University's involvement in this Agreement, if appropriate, or cancel this Agreement without further duty or obligation by delivering written notice to the Affiliate as soon as reasonably possible after the unavailability of such funds comes to the Board's attention.
15. Conflict of Interest. This Agreement may be canceled pursuant to Arizona Revised Statutes § 38-511 as amended, without penalty or further obligation, if any person significantly involved in initiating, negotiating, creating, drafting, or obtaining this Agreement on behalf of the Arizona Board of Regents is at any time while this Agreement or any renewal and extension of this Agreement is in effect, an employee or agent of the Affiliate in any capacity or a consultant to the Affiliate with respect to the subject matter of this Agreement. Cancellation will be effective when written notice is received, unless the notice specifies a later time.
16. Arbitration. The Parties agree that should a dispute arise between them concerning this Agreement and no party seeks affirmative relief other than money damages in the amount of Fifty Thousand Dollars (\$50,000) or less, exclusive of interest, costs and attorneys' fees, the Parties shall submit the matter to arbitration pursuant to the Revised Uniform Arbitration Act, A.R.S §12-3001 *et seq.* (the "Act"), whose rules shall govern the interpretation, enforcement, and proceedings pursuant to this section. Except as otherwise provided in the Act, the decision of the arbitrator(s) shall be final and binding upon the Parties.
17. Additional Features. Each party reserves the right to request that additional features be included in the programs covered by this Agreement that a party deems necessary, provided that such additional features are consistent with the policies of both parties. Both parties hereby agree to give reasonable consideration to all requests, but no additional feature will be added until mutually approved in writing, by authorized signatories for both parties. In addition, all understandings, interpretations, decisions and acts resulting from, or in the performance of, this Agreement will be construed and governed solely by the provisions of this Agreement.
18. Special Provisions.
 - A. The Special Provisions, which may be attached, will set forth additional particular responsibilities of the parties hereto and, are, by this reference, made for all purposes a part of this Agreement. They are not intended to limit the parties from developing Special Provisions for other programs covered by this Agreement. In cases where the representations of the Special Provisions differ from those in the General Provisions, the representations in the General Provisions will control.
 - B. Special Provisions will be added or amended as necessary to reflect changes including, but not limited to, payment, personnel or supervisor changes, and will be attached to and become a part of this Agreement when such Special Provisions have been mutually agreed to and signed by the appropriate and authorized persons from each party.
19. Governing Law. The laws of the State of Arizona govern this Agreement, without effect to its conflict of law rules.

20. Entire Agreement. This document constitutes the entire agreement between the parties. This Agreement may not be modified, amended, altered, or extended except through a written amendment signed by the authorized signatories for each party.

The persons executing this Agreement represent and certify that they have the full power and authority to enter into this Agreement on behalf of the entities for which they are signing.

IN WITNESS HEREOF, the parties hereto have executed this Agreement in duplicate by properly authorized persons.

APPROVAL:
NORTHWEST FIRE DISTRICT

By: _____
Name: _____
Title: _____
Date: _____

APPROVAL:
ARIZONA BOARD OF REGENTS on behalf of THE UNIVERSITY OF ARIZONA

By: _____
Name: _____
Title: _____
Date: _____

Special Provisions – Effective February 1, 2016

- I. These Special Provisions are intended to cover, but not be limited to, the training of **Undergraduate Nursing Students ("Program Participants")** from the College of Nursing, University of Arizona while they are at **Northwest Fire District**.
- II. Items of Agreement
 - A. Designation of Program Director ("Program Director") **Wanda J. Larson, PhD, MEd, RN, CEN**. The Program Director has responsibility for the general administration of the program, including those activities related to the recruitment, selection, instruction, supervision, counseling, evaluation, discipline and advancement of Program Participants and the maintenance of records related to program accreditation.
 - B. Supervisory Attending Staff (on-site) (name and title)
Darice Taylor, Course Chair, and Christine Pasquet, Clinical Instructor.
 - C. Educational Goals and Objectives
Program Participant Learning Outcomes:
 1. Synthesize knowledge from information sciences, health communication, and literacy to provide nursing care for culturally diverse populations.
 2. Incorporate knowledge about genetics and genomics in providing advanced nursing care to individuals, families, and communities.
 3. Advocate for individuals and families to reduce risk and ensure they are knowledgeable and included in care planning.
 4. Demonstrate the use of information and communication technologies to document patient care and evaluate the outcome of care.
 5. Apply communication techniques to form therapeutic alliances with client, family, and other care givers.
 6. Appraise actual and anticipated risks to patients across the lifespan and in diverse populations.
 7. Analyze complex patient data to anticipate and facilitate changes in the plan of care.
 8. Demonstrate professionalism, including attention to appearance, demeanor, respect for self and others, and attention to professional boundaries with patients and families as well as among caregivers.
 - D. Assignment of Program Participants
The focus of this clinical experience will progressively advance professional and clinical skills as a provider of care for complex health problems i.e., health problems related to complex physical/psychological, social/spiritual, environmental, and /or economic factors.
 - E. Program Participant Evaluation, Supervision and Teaching
The Program Director shall ensure that Program Participants shall be taught and supervised by University of Arizona College of Nursing faculty or on-site clinical faculty mentored by College of Nursing faculty, whose responsibility shall include evaluating Program Participants as per relevant accreditation requirements.
- III. These Special Provisions are not intended to limit the parties to this Agreement from developing Special Provisions for other programs covered by this Agreement.
- IV. If a conflict arises between these Special Provisions and the General Provisions of this Agreement, the General Provisions shall govern.



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.C

SCHEDULED

MEMORANDUM NO. 2016-13

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution 2016-006 Ordering the Reyher Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 13600 W. Sagebrush Road and is North of W. Marana Road and West of N. Sanders Road in Tucson, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation

MOTION:

Move to adopt Resolution 2016-006 ordering the Reyher Annexation.

DISCUSSION:

This is an annexation involving property owners Jay E. Reyher and Janice D. Reyher, who submitted the attached letter dated January 28, 2016. The property is located at 13600 W. Sagebrush Road and is north of W. Marana Road and west of N. Sanders Road in Tucson, Pima County, Arizona and is contiguous with the District's boundaries. The parcel will be serviced by Station 336. No additional resources are needed to service this area.

FISCAL IMPACT:

The 2016 Assessed Value of the property is \$24,135; the revenue to the District based on the current combined tax rate would be approximately \$703.25 annually. Taxes would be collected beginning with the 2017 tax year.

ALTERNATIVES:

Not approve the annexation; not recommended

ATTACHMENTS:

- Reyher Annexation (PDF)

Date

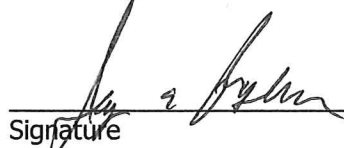
George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Road
Tucson, Arizona 85743

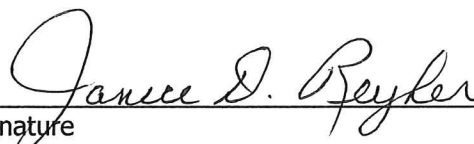
RE: The Reyher Annexation

Dear Chairman Carter:

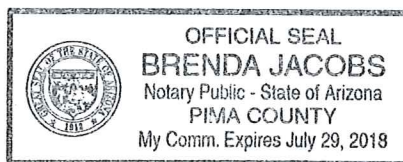
We are the owners of the property located at 13600 W. Sagebrush Road, Marana, Pima County, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with our signatures affixed below, and pursuant to A.R.S. section 48-262(I), we expressly request that the Northwest Fire District forthwith amend its boundaries to include our property described on Exhibit A.

Sincerely,

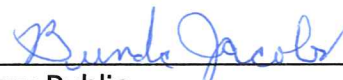

Signature
JAY E. REYHER
Printed Name


Signature
JANICE D. REYHER
Printed Name

STATE OF ARIZONA)
) SS.
County of Pima)



On this, the 28th day of January, before me, the undersigned Notary Public personally appeared, Jay E. Reyher and Janice D. Reyher, who acknowledged to me that they are the owners of the property located at 13600 W. Sagebrush Road, that as such officer being authorized so to do, executed the foregoing instrument for the purposes herein.


Notary Public
My Commission Expires: 7-29-18

When recorded, mail to:
 Northwest Fire District
 5225 W. Massingale Rd.
 Tucson, AZ 85743-8416

RESOLUTION NO. 2016-006 THE REYHER ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNER IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on January 28, 2016, Jay E. Reyher and Janice D. Reyher, owners of the real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include the property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is included within the corporate boundaries of the Town of Marana, and the Town has approved inclusion of the Property within the boundaries of the Northwest Fire District, pursuant to Town of Marana Resolution No. 2004-133; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owners, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on February 23, 2016, by a majority of a quorum of the Governing Board Members.

 George Carter
 Board Chair

ATTEST:

APPROVED AS TO FORM:

 Tim Clayton
 Clerk of the Board

 Thomas Benavidez
 District Attorney

EXHIBIT "A"

[Map & Legal Description]

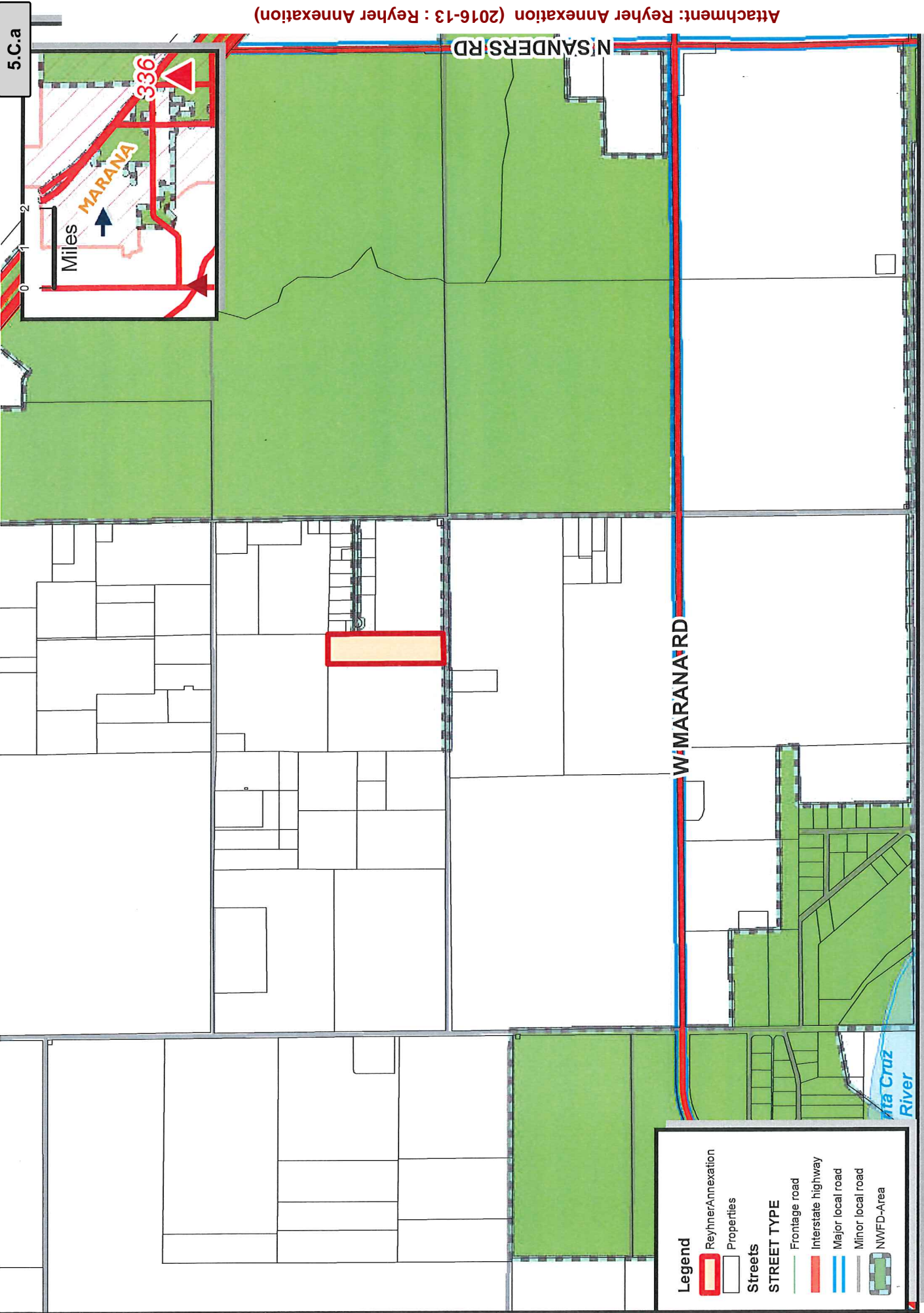


EXHIBIT A
[PROPERTY DESCRIPTION]

WHITE FARMS E329.97' LOT 2 CMID 10 AC

PARCEL ID NO. 217-22-529A

F. ANN RODRIGUEZ, RECORDER
 RECORDED BY: D_K
 DEPUTY RECORDER
 7864 PE1



DOCKET: 12370
 PAGE: 2909
 NO. OF PAGES: 1
 SEQUENCE: 20041620643
 08/20/2004
 RES 16:55

SMARA
 TOWN OF MARANA
 ATTN: TOWN CLERK
 13251 N LON ADAMS RD
 MARANA AZ 85653

MAIL

AMOUNT PAID \$ 8.00

MARANA RESOLUTION NO. 2004-133

RELATING TO NORTHWEST FIRE DISTRICT; ENDORSING AND AUTHORIZING ANNEXATION OF ANY AND ALL TERRITORY LOCATED WITHIN THE TOWN LIMITS OF MARANA, ARIZONA, AS THEY MAY BE AMENDED FROM TIME TO TIME; AND DECLARING AN EMERGENCY.

WHEREAS, Northwest Fire District has plans to pursue various annexations of property located within the Town limits of the Town of Marana; and

WHEREAS, the Town adopted Marana Resolution No. 98-23 on March 3, 1998, authorizing all Northwest Fire District annexations within the Town limits as it then existed; and

WHEREAS, the Town now desires to grant a blanket authorization for all Northwest Fire District annexations of property located within the Town limits of the Town of Marana as it currently exists and as it is amended from time to time; and

WHEREAS, fire protection is lacking in the areas of the Town of Marana that are not within the boundaries of Northwest Fire District, and it is in the best interests of the citizens of the Town of Marana that fire protection be made available.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, that all annexations proposed by Northwest Fire District of property located within the Town limits of the Town of Marana as it currently exists and as it may be amended from time to time are hereby endorsed and authorized pursuant to A.R.S. § 48-262(F).

BE IT FURTHER RESOLVED THAT since it is necessary for the preservation of the peace, health and safety of the Town of Marana that this resolution become immediately effective, an emergency is hereby declared to exist, and this resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 17th day of August, 2004.

ATTEST:

Jocelyn C. Bronson
 Jocelyn C. Bronson, Town Clerk



Bobby Sutton, Jr.
 Mayor Bobby Sutton, Jr.

APPROVED AS TO FORM:

Frank Cassidy
 Frank Cassidy, Town Attorney

Book-Map-Parcel: 217-22-529A

[Oblique Image](#)

Tax Year:

Tax Area: **0622**

Property Address:

Street No	Street Direction	Street Name	Location
13600	W	PRICE LN	Marana
13600	W	SAGEBRUSH RD	Marana

Taxpayer Information:

REYHER JAY E & JANICE D JT/RS
PO BOX 1767
CORTARO AZ

Property Description:

WHITE FARMS E329.97' LOT 2 CMID 10 AC

85652- 1767

Valuation Data:

2015				2016			
LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV Vacant/Ag/Golf (2)	\$5,400	16.0	\$864	Vacant/Ag/Golf (2)	\$5,400	15.0	\$810
IMPR FCV Vacant/Ag/Golf (2)	\$147,900	16.0	\$23,664	Vacant/Ag/Golf (2)	\$158,768	15.0	\$23,815
TOTAL FCV Vacant/Ag/Golf (2)	\$153,300	16.0	\$24,528	Vacant/Ag/Golf (2)	\$164,168	15.0	\$24,625
LIMITED VALUE Vacant/Ag/Golf (2)	\$153,239	16.0	\$24,518	Vacant/Ag/Golf (2)	\$160,901	15.0	\$24,135

Property Information:

Section: 18
Town: 11.0
Range: 11.0E
Map & Plat: 55/28
Block:
Tract:
Rule B District: 1
Land Measure: 10.00A
Group Code: 000
Census Tract: 4408
[Use Code:](#) 4110 (FIELD CROPS)
File Id: 1
Date of Last Change: 1/10/2013

Commercial Characteristics:

Property Appraiser: Art R. Phone: (520)724-7424

Commercial Summary

Interface	Total Sq Ft	Cost Value	CCS Override	Market Override
Y	6,000	\$158,768	\$0	\$0

Commercial Detail

SEQ-SECT	Construct Year	Model/Grd	IPR	Sq Ft	RCN	RCNLD	Model Description
001-001	2005	371/3	0000000	6,000	\$158,248	\$141,316	WAREHOUSE STORAGE
002-001	2005	101/3	0000000	0	\$20,402	\$17,452	COMMERCIAL YARD IMPROVEMENTS

Valuation Area:

Condo Market: 410
DOR Market: 14
MFR Neighborhood: Marana-Avra Valley_Undefined
SFR Neighborhood: 01000106
SFR District: 2

Supervisor District:

(3) SHARON BRONSON

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20050051520	12464	4579	1/7/2005	
93235208	9699	5567	12/30/1993	

Petition Information:

Tax Year	Owner's Estimate	Petition	SBOE
2014	\$70,400		

Parcel Note: Click to see/expand 7 note(s)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.D

SCHEDULED

MEMORANDUM NO. 2016-14

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution 2016-007 Ordering the Padilla Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 11785 N. Camino De Oeste and is South of W. Camino De Manana and West of N. Camino De Oeste in Tucson, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation

MOTION:

Move to adopt Resolution 2016-007 ordering the Padilla Annexation.

DISCUSSION:

This is an annexation involving property owner Miguel A. Padilla, who submitted the attached letter dated January 25, 2016. The property is located at 11785 N. Camino De Oeste and is south of W. Camino De Manana and west of N. Camino De Oeste in Tucson, Pima County, Arizona and is contiguous with the District's boundaries. The parcel will be serviced by Station 339. No additional resources are needed to service this area.

FISCAL IMPACT:

The 2016 Assessed Value of the property is \$3,938; the revenue to the District based on the current combined tax rate would be approximately \$114.75 annually. Taxes would be collected beginning with the 2017 tax year.

ALTERNATIVES:

Not approve the annexation; not recommended

ATTACHMENTS:

- Padilla Annexation (PDF)

January 25, 2016

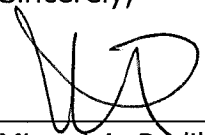
George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Road
Tucson, Arizona 85743

RE: The Miguel A. Padilla Annexation

Dear Chairman Carter:

I am the owner of the property located at 11785 N Camino De Oeste, Tucson, Pima County, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), I expressly request that the Northwest Fire District forthwith amend its boundaries to include my property described on Exhibit A.

Sincerely,




Miguel A. Padilla

STATE OF ARIZONA

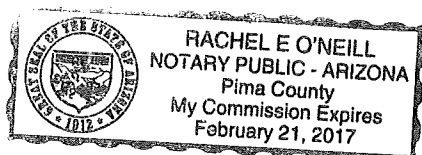
ss.

County of Pima

On this, the 25 day of January, 2016, before me, the undersigned Notary Public personally appeared Miguel A. Padilla, who acknowledged ownership of the property located at 11785 N Camino De Oeste, Tucson, AZ, that as such officer being authorized so to do, executed the foregoing instrument for the purposes herein.



Notary Public
My Commission Expires: 2/21/2017



Northwest Fire District
5225 W. Massingale Rd.
Tucson, AZ 85743-8416

RESOLUTION NO. 2016-007
THE PADILLA ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNERS IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on January 25, 2016, Miguel A. Padilla, owner of real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include their property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is not included within the boundaries of an incorporated city or town; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owners, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on February 23, 2016, by a majority of a quorum of the Governing Board Members.

George Carter
Board Chair

ATTEST:

APPROVED AS TO FORM:

Tim Clayton
Clerk of the Board

Thomas Benavidez
District Attorney

EXHIBIT "A"
[Map & Legal Description]

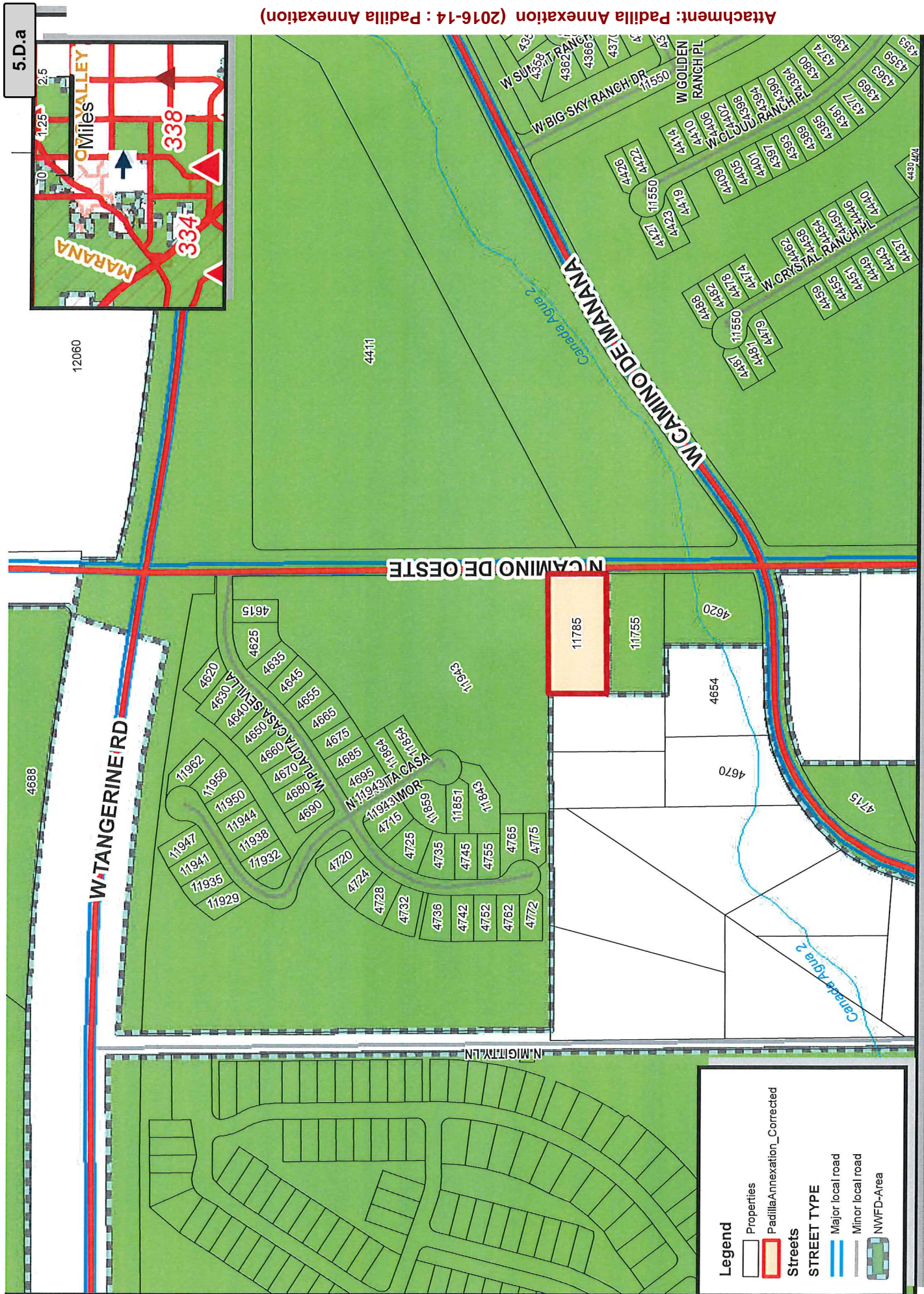


EXHIBIT A
[PROPERTY DESCRIPTION]

N165' E330' SE4 NE4 1.25 AC SEC 1-12-12

PARCEL ID NO. 216-01-002Q

9/201

Book-Map-Parcel: 216-01-002Q

[Oblique Image](#)

Tax Year:

Tax Area: **0610**

Property Address:

Street No 11785 Street Direction N CAMINO DE OESTE

Street Name Location
Tucson

Taxpayer Information:

PADILLA MIGUEL A
4701 W LINDA VISTA BLVD APT 18108
TUCSON AZ

Property Description:

N165' E330' SE4 NE4 1.25 AC SEC 1-12-12

85742-5442

Valuation Data:

2015				2016			
LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>	LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>
LAND FCV	Vacant/Ag/Golf (2) \$25,000	16.0	\$4,000	Vacant/Ag/Golf (2)	\$31,250	15.0	\$4,688
IMPR FCV	\$0				\$0		
TOTAL FCV	Vacant/Ag/Golf (2) \$25,000	16.0	\$4,000	Vacant/Ag/Golf (2)	\$31,250	15.0	\$4,688
LIMITED VALUE	Vacant/Ag/Golf (2) \$25,000	16.0	\$4,000	Vacant/Ag/Golf (2)	\$26,250	15.0	\$3,938

Property Information:

Section: 1
Town: 12.0
Range: 12.0E
Map & Plat: /
Block:
Tract:
Rule B District: 6
Land Measure: 1.25A
Group Code: 000
Census Tract: 4611
Use Code: 0012 (VACANT RESIDENTIAL URBAN NON-SUBDIVIDED)
File Id: 1
Date of Last Change: 4/9/2015

Valuation Area:

Condo Market: 14
DOR Market: 43
MFR Neighborhood: Tortolita_Foothills_undefined
SFR Neighborhood: 20463906
SFR District: 3

Sales Information:

Affidavit of Fee No.	Parcel Count	Sale Date	Property Type	Sale	Time Adjusted Sale	Cash	Validation
20153160297	1	10/2015	Vacant Land	\$86,000	\$86,000	N	

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20153160297	0	0	11/12/2015	WARRANTY DEED
20112630463	0	0	9/20/2011	WARRANTY DEED
20111640778	0	0	6/13/2011	WARRANTY DEED
0	6939	323	1/3/1983	
20153160296	0	0	1/1/1753	

Parcel Note: Click to see/expand 5 note(s)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.E

SCHEDULED

MEMORANDUM NO. 2016-15

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution 2016-008 Ordering the Dove Mountain Resort Lots 95 & 96 Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 6118 & 6120 W. Seven Sagueros Circle, North of Dove Mountain Boulevard and East of North Secret Springs Drive in Marana, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation

MOTION:

Move to adopt Resolution 2016-008 ordering the Dove Mountain Resort Lots 95 & 96 Annexation

DISCUSSION:

This is an annexation involving property owner Dove Mountain Investors LLC, who submitted the attached affidavit dated January 13, 2016. The property is located at 6118 & 6120 W. Seven Sagueros Circle, north of Dove Mountain Boulevard and east of North Secret Springs Drive in Marana, Pima County and is contiguous with the District boundary.

The parcel would be serviced by Station 337. No additional resources are needed to serve this area.

FISCAL IMPACT:

The 2016 Limited Assessed Value of each property is \$5,625; the revenue to the District based on the current combined tax rate would be approximately \$163.91 annually, for each property. The properties are currently classified as vacant, and once improvements are made, the value will likely increase. Taxes will be collected beginning with the 2017 tax year.

ALTERNATIVES:

Not approve the annexation

ATTACHMENTS:

- Dove Mt. Resort Lots 95 & 96 Annexation (PDF)

January 13, 2016

George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Rd.
Tucson, AZ 85743

Re: Annexation into the Northwest Fire District

Dear Chairman Carter:

I am the owner of the property located at **Lots 95 & 96 Dove Mountain Resort**, in Pima county, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), I expressly request that the Northwest Fire District forthwith amend its boundaries to include my/our property described on Exhibit A.

Sincerely,

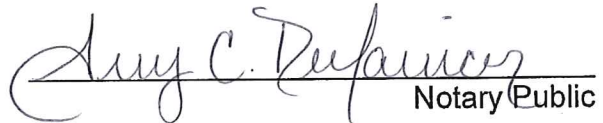
Dove Mountain Investors, LLC, an Arizona limited liability company



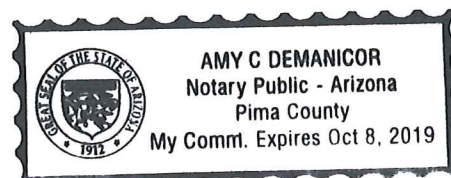
Scott F. Hess, Authorized Signatory

STATE OF Arizona)
)ss
County of Pima)

ON this, the 14th day of January, 2016, before me, the undersigned Notary Public, personally appeared, Scott F. Hess, the Authorized Signatory for Dove Mountain Investors, LLC, who acknowledged to me that he is the owner of the property located at **Lots 95 & 96 Dove Mountain Resort**, that as such officer being authorized so to do, executed the foregoing instruction for the purposes herein.


Notary Public

My Commission Expires: 10/8/19



When recorded, mail to:
 Northwest Fire District
 5225 W. Massingale Rd.
 Tucson, AZ 85743-8416

RESOLUTION NO. 2016-008
THE DOVE MOUNTAIN RESORT LOTS 95 & 96 ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNER IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on January 13, 2016, Dove Mountain Investors, LLC, an Arizona limited liability company, owner of the real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include the property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is included within the corporate boundaries of the Town of Marana, and the Town has approved inclusion of the Property within the boundaries of the Northwest Fire District, pursuant to Town of Marana Resolution No. 2004-133; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owners, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on February 23, 2016, by a majority of a quorum of the Governing Board Members.

 George Carter
 Board Chair

ATTEST:

APPROVED AS TO FORM:

 Tim Clayton
 Clerk of the Board

 Thomas Benavidez
 District Attorney

EXHIBIT "A"

[Map & Legal Description]

Exhibit A

Lots 95 and 96, of DOVE MOUNTAIN RESORT II, a subdivision of Pima County, Arizona according to the map or plat thereof of record in the office of the County Recorder of Pima County, Arizona, in Book 64 of Maps and Plats at page 46 thereof.



Book-Map-Parcel: 218-19-2120

[Oblique Image](#)

Tax Year:

Tax Area: 0610

Property Address:

Street No Street Direction
6120 W SEVEN SAGUAROS CI

Street Name

Location
Marana

Taxpayer Information:

LANDMARK TITLE TR 18355
ATTN: DOVE MOUNTAIN INVESTORS LLC
3567 E SUNRISE DR STE 219
TUCSON AZ

Property Description:

DOVE MOUNTAIN RESORT II LOT 96

85718-3232

Valuation Data:

2015				2016			
LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>	LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>
LAND FCV Vacant/Ag/Golf (2)	\$37,501	16.0	\$6,000	Vacant/Ag/Golf (2)	\$37,501	15.0	\$5,625
IMPR FCV	\$0				\$0		
TOTAL FCV Vacant/Ag/Golf (2)	\$37,501	16.0	\$6,000	Vacant/Ag/Golf (2)	\$37,501	15.0	\$5,625
LIMITED VALUE Vacant/Ag/Golf (2)	\$37,501	16.0	\$6,000	Vacant/Ag/Golf (2)	\$37,501	15.0	\$5,625

Property Information:

Section: 14
Town: 11.0
Range: 12.0E
Map & Plat: 64/46
Block:
Tract:
Rule B District: 5
Land Measure: 1.00S
Group Code: 000
Census Tract: 4611
Use Code: 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
File Id: 1
Date of Last Change: 4/5/2012

Valuation Area:

Condo Market: 410
DOR Market: 43
MFR Neighborhood: Tortolita_Foothills_Undefined
SFR Neighborhood: 08005506
SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20113430158	0	0	12/9/2011	WARRANTY DEED
20071910403	13152	2243	10/2/2007	WARRANTY DEED

Petition Information:

Tax Year	Owner's Estimate	Petition	SBOE
2015	\$500		
2014	\$500		
2012	\$500		
2011	\$500		

Parcel Note: Click to see/expand 1 note(s)

Book-Map-Parcel: 218-19-2110

[Oblique Image](#)

Tax Year:

Tax Area: **0610**

Property Address:

Street No Street Direction
6118 W SEVEN SAGUARIOS CI

Street Name Location
Marana

Taxpayer Information:

LANDMARK TITLE TR 18355
ATTN: DOVE MOUNTAIN INVESTORS LLC
3567 E SUNRISE DR STE 219
TUCSON AZ

Property Description:

DOVE MOUNTAIN RESORT II LOT 95

85718- 3232

Valuation Data:

2015				2016			
LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>	LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>
LAND FCV Vacant/Ag/Golf (2)	\$37,501	16.0	\$6,000	Vacant/Ag/Golf (2)	\$37,501	15.0	\$5,625
IMPR FCV	\$0				\$0		
TOTAL FCV Vacant/Ag/Golf (2)	\$37,501	16.0	\$6,000	Vacant/Ag/Golf (2)	\$37,501	15.0	\$5,625
LIMITED VALUE Vacant/Ag/Golf (2)	\$37,501	16.0	\$6,000	Vacant/Ag/Golf (2)	\$37,501	15.0	\$5,625

Property Information:

Section: 14
Town: 11.0
Range: 12.0E
Map & Plat: 64/46
Block:
Tract:
Rule B District: 5
Land Measure: 1.00S
Group Code: 000
Census Tract: 4611
Use Code: 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
File Id: 1
Date of Last Change: 4/5/2012

Valuation Area:

Condo Market: 410
DOR Market: 43
MFR Neighborhood: Tortolita_Foothills_Undefined
SFR Neighborhood: 08005506
SFR District: 3
Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20113430158	0	0	12/9/2011	WARRANTY DEED
20071910403	13152	2243	10/2/2007	WARRANTY DEED

Petition Information:

Tax Year	Owner's Estimate	Petition	SBOE
2015	\$500		
2014	\$500		
2012	\$500		
2011	\$500		

Parcel Note: Click to see/expand 1 note(s)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.F

SCHEDULED

MEMORANDUM NO. 2016-16

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution 2016-009 Ordering the Veteran's Cemetery Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 15950 N. Luckett Road and is North of Hardin Road and East of Luckett Road in Marana, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation

MOTION:

Move to adopt Resolution 2016-009 ordering the Veteran's Cemetery Annexation

DISCUSSION:

This is an annexation involving property owner, Wanda A. Wright, Director of the State of Arizona Department of Veterans' Services, who submitted the attached affidavit dated February 4, 2016. The property is located at 15950 N. Luckett Road and is north of Hardin Road and east of Luckett Road in Marana, Pima County and is contiguous with the District boundary.

The parcel would be serviced by Station 336. No additional resources are needed to serve this area.

FISCAL IMPACT:

The 2016 Limited Assessed Value of the property is \$8,267; the revenue to the District based on the current combined tax rate would be approximately \$240.90 annually. The property is currently classified as vacant. Once improvements are made, the value may increase substantially. Taxes will be collected beginning with the 2017 tax year.

ALTERNATIVES:

Not approve the annexation

ATTACHMENTS:

- Veteran's Cemetery Annexation (PDF)



DOUGLAS A. DUCEY
GOVERNOR

STATE OF ARIZONA
ARIZONA DEPARTMENT OF VETERANS' SERVICES
OFFICE OF THE DIRECTOR
3839 N THIRD STREET
PHOENIX, AZ 85012
Tel 602.255.3373 ♦ Fax 602.255.1038
www.azdvs.gov



WANDA A. WRIGHT
DIRECTOR

February 4, 2016

George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Road
Tucson, AZ 85743

RE: State of Arizona Department of Veterans' Services
Arizona Veterans' Memorial Cemetery Marana

Dear Chairman Carter,

I am the owner of the property located at 15950 N Luckett Road, Marana, Pima County, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), I expressly request that the Northwest Fire District forthwith amend its boundaries to include my property described on Exhibit A.

Sincerely,

Wanda A. Wright
Director

STATE OF ARIZONA

ss

County of Maricopa

On this, the 4th day of February, 2016, before me, the undersigned Notary Public personally appeared Wanda Wright, Director of the Arizona Department of Veterans' Services, who acknowledged ownership of the property located at 15950 N. Luckett Road, Marana, AZ, that as such officer being authorized so to do, executed the foregoing instrument for the purposes herein.



TERA SCHERER
Notary Public - State of Arizona
PINALE COUNTY
My Commission Expires June 25, 2018

Notary Public

My Commission Expires: 2/4/16 ^{see} 6/25/18

When recorded, mail to:
 Northwest Fire District
 5225 W. Massingale Rd.
 Tucson, AZ 85743-8416

RESOLUTION NO. 2016-009
THE VETERAN'S CEMETERY ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNER IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on February 4, 2016, Wanda A. Wright, Director of the State of Arizona Department of Veterans' Services, owner of the real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include the property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is included within the corporate boundaries of the Town of Marana, and the Town has approved inclusion of the Property within the boundaries of the Northwest Fire District, pursuant to Town of Marana Resolution No. 2004-133; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owners, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on February 23, 2016, by a majority of a quorum of the Governing Board Members.

 George Carter
 Board Chair

ATTEST:

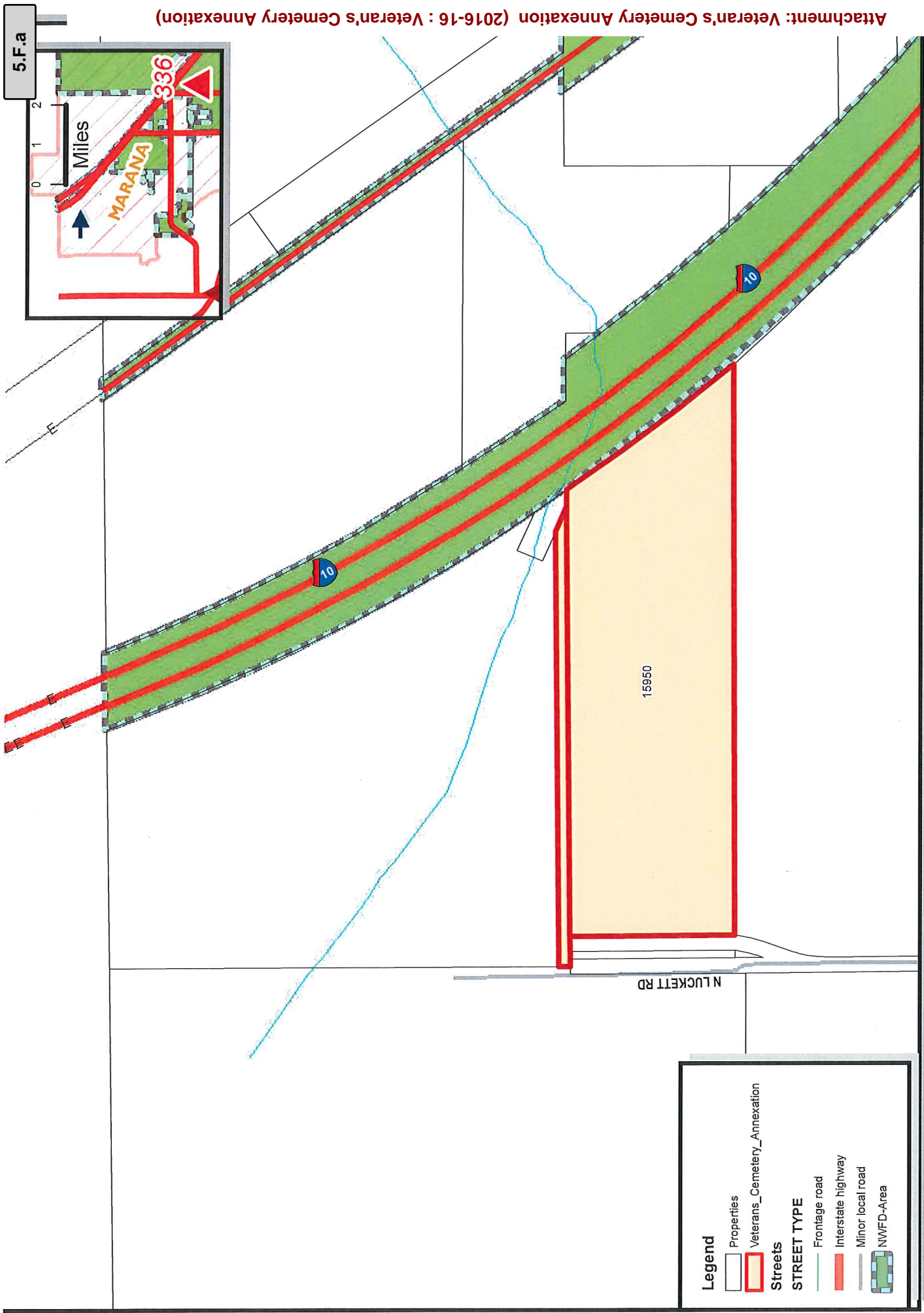
APPROVED AS TO FORM:

 Tim Clayton
 Clerk of the Board

 Thomas Benavidez
 District Attorney

EXHIBIT "A"

[Map & Legal Description]



The Veterans Cemetery Annexation
 15950 N Luckett
 Town of Marana
 PARCELS: 21707004M & 21706001K



EXHIBIT A
[PROPERTY DESCRIPTION]

Assigned Address: 15950 N LUCKETT RD

Legal: N658. 78' E392.75' W422.75' NW4 NW4 5.94 AC SEC 7-11-11 and PTN
N658.91' E1940.63' N2 N2 NW4 LYG W OF CASA GRANDE HWY 25.57 AC SEC 7-11-
11

Location Info: East side of Lockett Road approx. 1 mile north of Hardin Road

Type: Residential Book: Page: Block: Lot:

Township-Range-Section: 11S10E13

Tax Code Number(s): 21707004K, 21707004J

Name of Business: Marana State Veteran's Cemetery

F. ANN RODRIGUEZ, RECORDER
 RECORDED BY: D_K
 DEPUTY RECORDER
 7864 PE1



DOCKET: 12370
 PAGE: 2909
 NO. OF PAGES: 1
 SEQUENCE: 20041620643
 08/20/2004
 RES 16:55

SMARA
 TOWN OF MARANA
 ATTN: TOWN CLERK
 13251 N LON ADAMS RD
 MARANA AZ 85653

MAIL

AMOUNT PAID \$ 8.00

MARANA RESOLUTION NO. 2004-133

RELATING TO NORTHWEST FIRE DISTRICT; ENDORSING AND AUTHORIZING ANNEXATION OF ANY AND ALL TERRITORY LOCATED WITHIN THE TOWN LIMITS OF MARANA, ARIZONA, AS THEY MAY BE AMENDED FROM TIME TO TIME; AND DECLARING AN EMERGENCY.

WHEREAS, Northwest Fire District has plans to pursue various annexations of property located within the Town limits of the Town of Marana; and

WHEREAS, the Town adopted Marana Resolution No. 98-23 on March 3, 1998, authorizing all Northwest Fire District annexations within the Town limits as it then existed; and

WHEREAS, the Town now desires to grant a blanket authorization for all Northwest Fire District annexations of property located within the Town limits of the Town of Marana as it currently exists and as it is amended from time to time; and

WHEREAS, fire protection is lacking in the areas of the Town of Marana that are not within the boundaries of Northwest Fire District, and it is in the best interests of the citizens of the Town of Marana that fire protection be made available.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, that all annexations proposed by Northwest Fire District of property located within the Town limits of the Town of Marana as it currently exists and as it may be amended from time to time are hereby endorsed and authorized pursuant to A.R.S. § 48-262(F).

BE IT FURTHER RESOLVED THAT since it is necessary for the preservation of the peace, health and safety of the Town of Marana that this resolution become immediately effective, an emergency is hereby declared to exist, and this resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 17th day of August, 2004.

ATTEST:

Jocelyn C. Bronson
 Jocelyn C. Bronson, Town Clerk



[Signature]
 Mayor Bobby Sutton, Jr.

APPROVED AS TO FORM:

[Signature]
 Frank Cassidy, Town Attorney

Book-Map-Parcel: 217-07-004M

Oblique Image

Tax Year:

Tax Area: 0610

Property Address:

Street No

Street Direction

Street Name

Location

15950

N

LUCKETT RD

Marana

Taxpayer Information:

STATE OF ARIZONA

DEPT OF VETERANS SERVICES

Property Description:

PTN N658.91' E2273.32' N2 N2 NW4 LYG W OF CASA

GRANDE HWY 30.60 AC SEC 7-11-11

00000- 0000

Valuation Data:

		2015				2016		
	LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>	LEGAL CLASS	VALUE	ASMT RATIO	<u>ASSESSED VALUE</u>
LAND FCV	Vacant/Ag/Golf (2)	\$55,080	16.0	\$8,813	Vacant/Ag/Golf (2)	\$61,200	15.0	\$9,180
IMPR FCV		\$0				\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$55,080	16.0	\$8,813	Vacant/Ag/Golf (2)	\$61,200	15.0	\$9,180
LIMITED VALUE	Vacant/Ag/Golf (2)	\$52,491	16.0	\$8,399	Vacant/Ag/Golf (2)	\$55,116	15.0	\$8,267

Property Information:

Section:	7
Town:	11.0
Range:	11.0E
Map & Plat:	/
Block:	
Tract:	
Rule B District:	1
Land Measure:	30.60A
Group Code:	
Census Tract:	4408
Use Code:	9500 (ST)
File Id:	1
Date of Last Change:	7/2/2014

Valuation Area:

Condo Market:	410
DOR Market:	14
MFR Neighborhood:	Marana-Avra Valley_undefined
SFR Neighborhood:	01000106
SFR District:	2

Supervisor District:

(3) SHARON BRONSON

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20141140624	0	0	4/24/2014	WARRANTY DEED
20131770463	0	0	6/26/2013	WARRANTY DEED

Parcel Note: Click to see/expand 4 note(s)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.G

SCHEDULED

MEMORANDUM NO. 2016-17

Date: February 23, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution 2016-010 Ordering the Cornerstone Homes LLC Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 4240, 4300, 4340, 4350, 4345, 4305, & 4245 W. Cornerstone Court and is South of West Moore Road and West of North Oldfather Road in Marana, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation

MOTION:

Move to adopt Resolution 2016-010 ordering the Cornerstone Homes LLC Annexation

DISCUSSION:

This is an annexation involving property owner Cornerstone Homes LLC, who submitted the attached affidavit dated February 8, 2016. The properties are located at 4240, 4300, 4340, 4350, 4345, 4305, & 4245 W. Cornerstone Court and is south of West Moore Road and west of North Oldfather Road in Marana, Pima County and is contiguous with the District boundary.

The parcels would be serviced by Station 337. No additional resources are needed to serve this area.

FISCAL IMPACT:

The 2016 Limited Assessed Value for each property is \$7,185; the revenue to the District based on the current combined tax rate would be approximately \$209.36 annually, for each property. The properties are currently classified as vacant. Once improvements are made, the value may increase substantially. Taxes will be collected beginning with the 2017 Tax Year.

ALTERNATIVES:

Not approve the annexation

ATTACHMENTS:

- Cornerstone Homes LLC Annexation (PDF)

February 8, 2016

George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Road
Tucson, Arizona 85743

RE: Cornerstone Homes Annexation @ Tortolita Foothills (see attached addresses)

Dear Chairman Carter:

I am the owner of the property located at 4240, 4300, 4340, 4350, 4345, 4305, & 4245 W. Cornerstone Court Marana, Pima County, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), I expressly request that the Northwest Fire District forthwith amend its boundaries to include my property described on Exhibit A.

Sincerely,

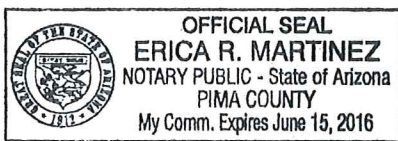

 John Agresti Pres. Cornerstone Homes LLC

STATE OF ARIZONA

ss.

County of Pima

On this, the 8 day of February 8, 2016 2015, before me, the undersigned Notary Public personally appeared John Agresti, who acknowledged ownership of the property located at 4240, 4300, 4340, 4350, 4345, 4305, 4245 Cornerstone Court Marana AZ, that as such officer being authorized so to do, executed the foregoing instrument for the purposes herein.




 Notary Public
 My Commission Expires: 6-15-2016

When recorded, mail to:
 Northwest Fire District
 5225 W. Massingale Rd.
 Tucson, AZ 85743-8416

RESOLUTION NO. 2016-010
THE CORNERSTONE HOMES LLC ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNER IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on February 8, 2016, Cornerstone Homes LLC, an Arizona limited liability company, owner of the real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include the property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is included within the corporate boundaries of the Town of Marana, and the Town has approved inclusion of the Property within the boundaries of the Northwest Fire District, pursuant to Town of Marana Resolution No. 2004-133; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owners, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on February 23, 2016, by a majority of a quorum of the Governing Board Members.

 George Carter
 Board Chair

ATTEST:

APPROVED AS TO FORM:

 Tim Clayton
 Clerk of the Board

 Thomas Benavidez
 District Attorney

EXHIBIT "A"

[Map & Legal Description]

5.G.a

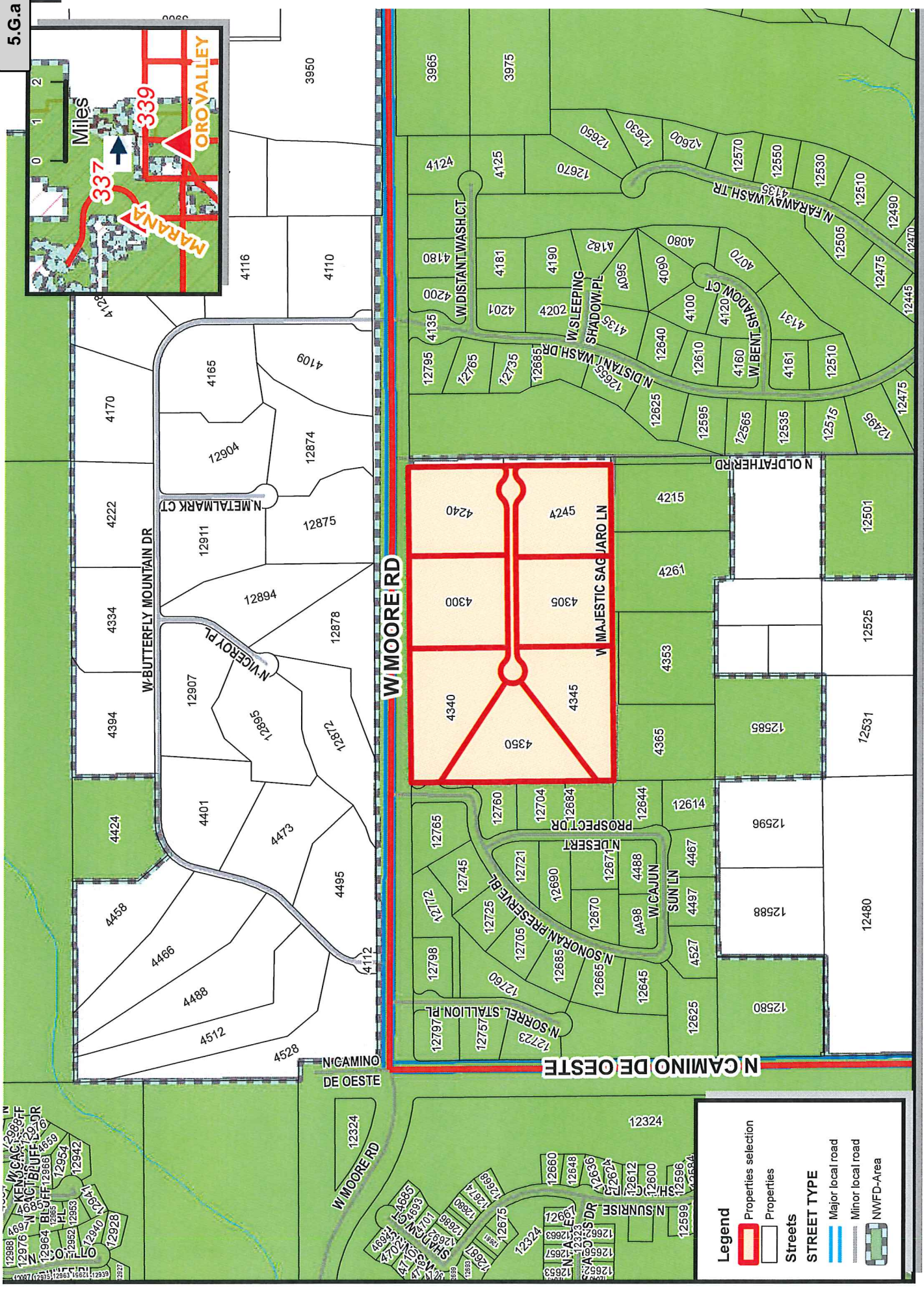


EXHIBIT A
[Property Description]

A portion of the Northeast quarter of the Northwest quarter of section 31, Township 11 South range 13 East, of the Gila and Salt river meridian, town of Marana, pima county, Arizona.

Parcel ID No. 219-34-0520

Parcel ID No. 219-34-0530

Parcel ID No. 219-34-0540

Parcel ID No. 219-34-0550

Parcel ID No. 219-34-0560

Parcel ID No. 219-34-0570

Parcel ID No. 219-34-0580

F. ANN RODRIGUEZ, RECORDER
 RECORDED BY: D_K
 DEPUTY RECORDER
 7864 PE1



DOCKET: 12370
 PAGE: 2909
 NO. OF PAGES: 1
 SEQUENCE: 20041620643
 08/20/2004
 RES 16:55

SMARA
 TOWN OF MARANA
 ATTN: TOWN CLERK
 13251 N LON ADAMS RD
 MARANA AZ 85653

MAIL

AMOUNT PAID \$ 8.00

MARANA RESOLUTION NO. 2004-133

RELATING TO NORTHWEST FIRE DISTRICT; ENDORSING AND AUTHORIZING ANNEXATION OF ANY AND ALL TERRITORY LOCATED WITHIN THE TOWN LIMITS OF MARANA, ARIZONA, AS THEY MAY BE AMENDED FROM TIME TO TIME; AND DECLARING AN EMERGENCY.

WHEREAS, Northwest Fire District has plans to pursue various annexations of property located within the Town limits of the Town of Marana; and

WHEREAS, the Town adopted Marana Resolution No. 98-23 on March 3, 1998, authorizing all Northwest Fire District annexations within the Town limits as it then existed; and

WHEREAS, the Town now desires to grant a blanket authorization for all Northwest Fire District annexations of property located within the Town limits of the Town of Marana as it currently exists and as it is amended from time to time; and

WHEREAS, fire protection is lacking in the areas of the Town of Marana that are not within the boundaries of Northwest Fire District, and it is in the best interests of the citizens of the Town of Marana that fire protection be made available.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, that all annexations proposed by Northwest Fire District of property located within the Town limits of the Town of Marana as it currently exists and as it may be amended from time to time are hereby endorsed and authorized pursuant to A.R.S. § 48-262(F).

BE IT FURTHER RESOLVED THAT since it is necessary for the preservation of the peace, health and safety of the Town of Marana that this resolution become immediately effective, an emergency is hereby declared to exist, and this resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 17th day of August, 2004.

ATTEST:

Jocelyn C. Bronson
 Jocelyn C. Bronson, Town Clerk



Bobby Sutton, Jr.
 Mayor Bobby Sutton, Jr.

APPROVED AS TO FORM:

Frank Cassidy
 Frank Cassidy, Town Attorney

Book-Map-Parcel: 219-34-0520

[Oblique Image](#)

Tax Year:

Tax Area: [0610](#)

Property Address:

Street No	Street Direction	Street Name	Location
4240	W	CORNERSTONE CT	Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
 ATTN: CORNERSTONE HOMES AT MOORE RD LLC
 616 W LAS LOMITAS RD
 TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 1
 SQ20152050144

85704-3804

Valuation Data:

2016

	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
 Town: 11.0
 Range: 13.0E
 Map & Plat: /
 Block:
 Tract:
 Rule B District: 5
 Land Measure: 1.00S
 Group Code:
 Census Tract: 4611
[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
 File Id: 1
 Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420
 DOR Market: 43
 MFR Neighborhood: Tortolita_Foothills_Undefined
 SFR Neighborhood: 20463806
 SFR District: 3
 Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20143080352	0	0	11/4/2014	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

Book-Map-Parcel: 219-34-0530

[Oblique Image](#)

Tax Year:

Tax Area: [0610](#)

Property Address:

Street No	Street Direction	Street Name	Location
4300	W	CORNERSTONE CT	Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
 ATTN: CORNERSTONE HOMES AT MOORE RD LLC
 616 W LAS LOMITAS RD
 TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 2
 SQ20152050144

85704-3804

Valuation Data:

2016

	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
 Town: 11.0
 Range: 13.0E
 Map & Plat: /
 Block:
 Tract:
 Rule B District: 5
 Land Measure: 1.00S
 Group Code:
 Census Tract: 4611
[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
 File Id: 1
 Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420
 DOR Market: 43
 MFR Neighborhood: Tortolita_Foothills_Undefined
 SFR Neighborhood: 20463806
 SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20143080352	0	0	11/4/2014	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

8/2016

Book-Map-Parcel: 219-34-0540

[Oblique Image](#)

Tax Year:

Tax Area: [0610](#)

Property Address:

Street No Street Direction
4340 W CORNERSTONE CT

Street Name

Location
Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
ATTN: CORNERSTONE HOMES AT MOORE RD LLC
616 W LAS LOMITAS RD
TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 3
SQ20152050144

85704-3804

Valuation Data:

2016

	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
Town: 11.0
Range: 13.0E
Map & Plat: /

Block:

Tract:

Rule B District: 5

Land Measure: 1.00S

Group Code:

Census Tract: 4611

[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)

File Id: 1

Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420

DOR Market: 43

MFR Neighborhood: Tortolita_Foothills_Undefined

SFR Neighborhood: 20463806

SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20143080352	0	0	11/4/2014	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

Book-Map-Parcel: 219-34-0550

[Oblique Image](#)

Tax Year:

Tax Area: **0610**

Property Address:

Street No	Street Direction	Street Name	Location
4350	W	CORNERSTONE CT	Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
 ATTN: CORNERSTONE HOMES AT MOORE RD LLC
 616 W LAS LOMITAS RD
 TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 4
 SQ20152050144

85704-3804

Valuation Data:

2016

	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
 Town: 11.0
 Range: 13.0E
 Map & Plat: /
 Block:
 Tract:
 Rule B District: 5
 Land Measure: 1.00S
 Group Code:
 Census Tract: 4611
[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
 File Id: 1
 Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420
 DOR Market: 43
 MFR Neighborhood: Tortolita_Foothills_Undefined
 SFR Neighborhood: 20463806
 SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20151310503	0	0	5/11/2015	WARRANTY DEED
20143080352	0	0	11/4/2014	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

Book-Map-Parcel: 219-34-0560

[Oblique Image](#)

Tax Year:

Tax Area: **0610**

Property Address:

Street No	Street Direction	Street Name	Location
4345	W	CORNERSTONE CT	Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
 ATTN: CORNERSTONE HOMES AT MOORE RD LLC
 616 W LAS LOMITAS RD
 TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 5
 SQ20152050144

85704-3804

Valuation Data:

2016

	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
 Town: 11.0
 Range: 13.0E
 Map & Plat: /
 Block:
 Tract:
 Rule B District: 5
 Land Measure: 1.00S
 Group Code:
 Census Tract: 4611
[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
 File Id: 1
 Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420
 DOR Market: 43
 MFR Neighborhood: Tortolita_Foothills_Undefined
 SFR Neighborhood: 20463806
 SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20151310503	0	0	5/11/2015	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

Book-Map-Parcel: 219-34-0570

[Oblique Image](#)

Tax Year:

Tax Area: [0610](#)

Property Address:

Street No	Street Direction	Street Name	Location
4305	W	CORNERSTONE CT	Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
 ATTN: CORNERSTONE HOMES AT MOORE RD LLC
 616 W LAS LOMITAS RD
 TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 6
 SQ20152050144

85704-3804

Valuation Data:

	LEGAL CLASS	VALUE	2016 ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
 Town: 11.0
 Range: 13.0E
 Map & Plat: /
 Block:
 Tract:
 Rule B District: 5
 Land Measure: 1.00S
 Group Code:
 Census Tract: 4611
[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
 File Id: 1
 Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420
 DOR Market: 43
 MFR Neighborhood: Tortolita_Foothills_Undefined
 SFR Neighborhood: 20463806
 SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20151310503	0	0	5/11/2015	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

Book-Map-Parcel: 219-34-0580

[Oblique Image](#)

Tax Year:

Tax Area: [0610](#)

Property Address:

Street No 4245 Street Direction W Street Name CORNERSTONE CT Location Marana

Taxpayer Information:

TITLE SECURITY AGENCY OF AZ TR 201428-S
ATTN: CORNERSTONE HOMES AT MOORE RD LLC
616 W LAS LOMITAS RD
TUCSON AZ

Property Description:

ESTATES AT THE TORTOLITA FOOTHILLS LOT 7
SQ20152050144

85704-3804

Valuation Data:

2016

	LEGAL CLASS	VALUE	ASMT RATIO	ASSESSED VALUE
LAND FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
IMPR FCV		\$0		
TOTAL FCV	Vacant/Ag/Golf (2)	\$50,001	15.0	\$7,500
LIMITED VALUE	Vacant/Ag/Golf (2)	\$47,901	15.0	\$7,185

Property Information:

Section: 31
Town: 11.0
Range: 13.0E
Map & Plat: /
Block:
Tract:
Rule B District: 5
Land Measure: 1.00S
Group Code:
Census Tract: 4611
[Use Code:](#) 0073 (VACANT INCOMPLETE RURAL SUBDIVIDED)
File Id: 1
Date of Last Change: 8/10/2015

Valuation Area:

Condo Market: 420
DOR Market: 43
MFR Neighborhood: Tortolita_Foothills_Undefined
SFR Neighborhood: 20463806
SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20152050144	0	0	7/24/2015	SUBDIVISION MAP
20151310503	0	0	5/11/2015	WARRANTY DEED

Parcel Note: Click to see/expand 3 note(s)

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-18**

Date: February 23, 2016
To: Governing Board
From: Raymond Thibault,
Type of Action: Formal Action/Motion
Agenda Item: Approval to Authorize Staff to Release Request for Proposals (RFP)
No. 1602 Regarding Foundation and Pavement Improvements

RECOMMENDATION:

Authorize Staff to release Bid Documents for Request for Proposals No. 1602 for Foundation and Pavement Improvements.

MOTION:

Move to Authorize Staff to begin a Request for Proposals No. 1602 Foundation and Pavement Improvements.

DISCUSSION:

This will enable the District to seek competitive pricing from qualified vendors for foundation and pavement improvements at the Central Services Campus (CSC). A number of paved areas at the CSC are in need of repair, replacement and crack filling. This RFP will allow the District to secure a contract with a vendor for these services.

FISCAL IMPACT:

This is a budgeted expense.

ALTERNATIVES:

Continue using alternate contracts at the current rates.

ATTACHMENTS:

- 1602 Foundation and Pavement Improvements (PDF)



NORTHWEST FIRE DISTRICT NOTICE OF REQUEST FOR PROPOSALS (RFP)

RFP Number: 1602 **Title:** **Foundation and Pavement Improvements**

DUE IN: THURSDAY, MARCH 17, 2016 AT 11:00 A.M. AZ TIME

OPENING: SAME DAY AT 11:00 A.M. AZ TIME

Submit Proposal to:

Northwest Fire District Administration
5225 W. Massingale Road
Tucson, Arizona 85743

Pre-Proposal Conference: WEDNESDAY, MARCH 9, 2016 at 11:00 A.M. AZ TIME

Northwest Fire District
Central Services Campus
5125 W. Camino de Fuego
Tucson, Arizona 85743

This solicitation may be obtained from our website at: <http://www.northwestfire.org/public-info/purchasing> Any interested offerors without internet access may obtain a copy of this solicitation by calling (520) 887-1010, or a copy may be picked up during regular business hours at the Northwest Fire District Administration, 5225 W. Massingale Road, Tucson, Arizona 85743. If you experience any problems receiving this Request for Proposals, please call (520) 887-1010.

If you do not wish to bid on this solicitation, please provide written notification of your decision. Failure to respond could result in deletion of your name from the District's vendor listing. This form may be returned to the address above, or faxed to (520) 887-1034. A "No Bid" will be considered a response. Returning this form only does not fulfill bid requirements unless responding with a "No Bid" as shown below.

E-mailed, faxed and verbal offers are not acceptable.

CHECK APPROPRIATE BOX:

- ☐ **I am submitting a "No Bid" at this time.**
Please keep my name on the District's Bidder's List.
- ☐ **I cannot provide services of this nature.**
Please remove my name from this category. I will submit a revised Vendor Registration Form
A copy of the Vendor Registration Form is at <http://www.northwestfire.org/public-info/purchasing>
- ☐ **I no longer wish to do business with Northwest Fire District.**
Please remove my name from the District's Bidder's List.
- ☐ **I am no longer in the business to provide these services.**
Please remove my name from the District's Bidder's List.

Name of Company

Date Signed

Authorized Signature/Local Representative

Telephone/Fax Number

Type Name and Position Held with Company

Mailing Address

City

State

Zip

RFP Notice to be mailed: 02/24/16

Attachment: 1602 Foundation and Pavement Improvements (2016-18 : 1602 Foundation and Pavement Improvements)



NORTHWEST FIRE DISTRICT NOTICE OF REQUEST FOR PROPOSALS (RFP)

RFP Number: 1602 Title: **Foundation and Pavement Improvements**

DUE IN: THURSDAY, MARCH 17, 2016 AT 11:00 A.M. AZ TIME

OPENING: SAME DAY AT 11:00 A.M. AZ TIME

Submit Proposal to:

Northwest Fire District Administration
5225 W. Massingale Road
Tucson, Arizona 85743

Pre-Proposal Conference: WEDNESDAY, MARCH 9, 2016 at 11:00 A.M. AZ TIME

Northwest Fire District
Central Services Campus
5125 W. Camino de Fuego
Tucson, Arizona 85743

SOLICITATION: Northwest Fire District (NWFD) is soliciting proposals from Offerors qualified, responsible and willing to provide the following Goods and/or Services in compliance with all solicitation specifications and requirements contained or referenced herein.

GENERAL DESCRIPTION: To provide the Northwest Fire District with foundation and pavement improvements per specifications called for herein.

Prospective Offerors may pick up a copy of the RFP packet, Monday through Friday, 8 am to 5 pm MST, at the address listed above.

A Pre-Proposal Conference will be held for the purpose of clarifying requirements and answering prospective offeror questions. It is the responsibility of prospective offeror to familiarize themselves with all requirements of the solicitation and to identify any issues at the conference. Attendance is mandatory and required.

Proposals must be submitted as defined in the I. Instructions to Offerors, in accordance with the Standard Terms and Conditions, and Special Terms and Conditions. Failure to do so may be cause for rejection as *non-responsive*.

Offerors must complete and return all documents required in the section titled "PROPOSAL SUBMITTAL".

Proposals may not be withdrawn for 60 days after opening.

Firm must be licensed, bonded and insured.

OFFERORS ARE REQUIRED TO READ THE ENTIRE SOLICITATION, INCLUDING ALL REFERENCED DOCUMENTS, ASSURE THAT THEY CAN AND ARE WILLING TO COMPLY, AND TO INCORPORATE ALL ASSOCIATED COSTS IN THEIR PROPOSALS.

David Gephart
Finance Director

THIS PROPOSAL IS OFFERED BY:

Firm/Person _____

Address _____

City _____ **State** _____ **Zip** _____

Phone Number _____

Signature _____

Title _____

Publish: The Arizona Daily Star: 02/26/16, 02/27/16, 02/28/16, and 02/29/16

I. INSTRUCTIONS TO OFFERORS

1. SUBMISSION OF PROPOSALS

Offerors shall submit one (1) original and five (5) copies of all proposal documents. Please send an electronic copy, in Word, Excel and/or PDF format, on a flash drive or CD-R. The submittal shall include all information requested by the solicitation, and utilize, without modification, the forms provided by the solicitation. No substitute document for the forms will be accepted. In case of discrepancy between hard copies of the proposal and the electronic copy of the proposal submitted, the hard copy shall govern.

Telephoned, emailed, or faxed proposals are not acceptable.

Proposals must be received and time stamped at the location on or before the time and date as defined by the *Request for Proposals*. Late proposals will not be accepted and will be returned unopened.

Proposals must be signed by an authorized agent of the offeror and submitted in a sealed envelope marked or labeled with the offeror firm name, solicitation number, title, solicitation due date and time, to the location and not later than the time/date specified by the *Request for Proposals*. Proposals must be submitted in a sealed envelope/container and have "RFP 1602" written on the front.

Proposals and modifications received after the closing time specified will not be accepted.

Failure to comply with the solicitation requirements may be cause for the offeror's proposal to be rejected as *non-responsive*.

2. PREPARATION OF RESPONSES

All proposals shall be made using the forms provided in this package. All prices and notations must be printed in ink or typewritten. **No erasures are permitted.** Errors may be crossed out and corrections printed in ink or typewritten adjacent to error and shall be initialed in ink by person signing the proposal. Typewritten responses are **preferred**.

All proposals shall, as appropriate, indicate the registered trade name, stock number, and packaging of the items included in the proposal.

Surety required by this solicitation may be in the form of a bond, cashier's check or certificate of deposit made payable to *Northwest Fire District*. Personal or company checks are not acceptable.

3. PRICE BID & CERTIFICATION

Offerors shall complete and submit the price bid and certification documents utilizing the forms provided in this RFP. Requested information and data shall be provided in the precise manner requested. Product descriptions shall provide sufficient information to precisely document the product being offered. Failure to comply may cause the proposal to be improperly evaluated or deemed non-responsive.

The certification document must be completed and signed by an authorized representative certifying that the firm can and is willing to meet all requirements of the solicitation. Failure to do so may be cause to reject the proposal as non-responsive.

All unit prices shall remain firm for the initial term of the executed agreement, with the exception that should seller during the term of the agreement offer to another buyer pricing for like or similar quantity, products or services more favorable than those given to District, that seller shall offer same pricing to the District, effective the date effective to other buyer. Unit prices given by offeror shall include all costs required to implement and actively conduct cost control and reduction activities.

Unit Prices shall include all costs and, unless otherwise specified, shall be F.O.B. Destination. Unit prices shall prevail in the event of an extension error. Price each item separately. Delivery time, if stated as a number of days, shall mean "calendar" days. Northwest Fire District reserves the right to question and correct obvious errors.

4. GENERAL SPECIFICATIONS & DEVIATIONS

The specifications included in this solicitation are intended to identify the kind and quality of goods and/or services to be provided without being unnecessarily restrictive, and as required to provide the information needed for the development of consistent and comprehensive proposals.

Equipment brand names, models and numbers, when given, are intended to identify a level of quality, equivalent performance and dimensional specifications, and are for reference only, unless otherwise specified in the solicitation.

Failure to examine any drawings, specifications, and instructions will be at the offeror's risk.

Items included in the proposal shall meet the specifications and requirements set forth by the solicitation.

Deviation requests shall be specifically documented and clearly illustrate the deviation to the particular specification or the requirements set forth by this solicitation. The impact of the requested deviation on the end performance of the item shall be fully explained. Deviation requests shall be submitted prior to the initial solicitation due date. Requests submitted within 8 days of the solicitation due date may not be answered. Acceptance or rejection of said deviation request shall be at the sole discretion of the District.

All equipment shall be models of current production, latest design and technology, new and unused unless otherwise specified. Manufacturer and supplier documentation, including and not limited to the following, shall be provided by the successful offeror not later than 14 days after request by the District and at no additional cost: warranty; caution-informational warnings; recommended maintenance schedule and process; recommended spare parts list; operating, technical and maintenance manuals including drawings, if appropriate; product brochures; and material safety data sheets (MSDS).

5. COMPLIANCE WITH AGREEMENT

Northwest Fire District will execute an agreement with the successful offeror by issue of a purchase order or contract.

The offeror agrees to establish, monitor, and manage an effective administration process that assures compliance with all requirements of the agreement. In particular, the offeror agrees that they shall not provide goods or services in excess of the executed agreement items, item quantity, item amount, or agreement amount without prior written authorization by amendment or change order properly executed by the District. Any items provided in excess of the quantity stated in the agreement shall be at the Offeror's own risk. Offerors shall decline verbal requests to deliver items in excess of the agreement and shall report all such requests in writing to the Northwest Fire District Warehouse Supervisor within 1 workday of the request. The report shall include the name of the requesting individual and the nature of the request.

6. INQUIRIES

Results of this procurement will not be given in response to telephone inquiries. Interested parties are invited to attend the public opening at the time and date stated in this solicitation. A tabulation of submittals will be on file at Administration.

No oral interpretations or clarifications will be made to any offeror as to the meaning of any of the solicitation documents.

If a prospective offeror believes a requirement of the solicitation documents to be needlessly restrictive, unfair, or unclear, the offeror shall notify the Northwest Fire District in writing identifying the issue with suggested solution prior to the closing time set for receipt of the solicitation proposal. Responses from Northwest Fire District will be made by written addendum and sent to all known potential offerors. Issues identified less than 8 days prior to the solicitation opening date may not be answered.

7. CONFLICTING INSTRUCTIONS

In the event there are variations or conflicts between these instructions and the special terms and conditions, the special terms and conditions shall govern.

END OF INSTRUCTIONS TO OFFERORS

II. STANDARD TERMS AND CONDITIONS

1. PROPOSAL OPENING:

Proposals will be publicly opened and offeror names will be read on the date and at the location defined in the *Request for Proposals*. No other information contained in the proposals will be disclosed at the opening. All interested parties are invited to attend.

2. PROPOSAL EVALUATION:

Proposals shall be evaluated to determine which response is most advantageous to the District considering price, conformity to the specifications and other factors.

The District reserves the following rights: 1) to waive informalities in the proposal or proposal procedure; 2) to reject the response of any persons or corporations that have previously defaulted on any contract with Northwest Fire District or who have engaged in conduct that constitutes a cause for debarment or suspension; 3) to reject any and all responses; 4) to re-advertise for proposals previously rejected; 5) to otherwise provide for the purchase of such equipment, supplies materials and services as may be required herein; 6) to award the purchase order or contract on the basis of price and other factors, including but not limited to such factors as delivery time, quality, uniformity of product, suitability for the intended task, and offeror's ability to supply; 7) to increase or decrease the quantity herein specified.

3. AWARD NOTICES:

An award notice will be issued by the district following award by the Northwest Fire District Governing Board. A tabulation of responses will be maintained in the Purchasing Department.

4. AWARD:

Awards shall be made by the Fire District Governing Board in accordance with the Northwest Fire District policies. The District reserves the right to reject any or all bids, or to waive irregularities and informalities if it is deemed in the best interest of the District. Resulting agreements are not exclusive, are for the sole convenience of Northwest Fire District, and the District reserves the right to obtain like goods or services from other sources.

In the event that the resulting agreement is terminated for any reason during the initial term of the contract, Northwest Fire District reserves the right to award to an alternate offeror if deemed in the best interest of the District. A fully executed purchase order or contract mailed, or otherwise furnished, to the selected offeror will result in a binding contract without further action by either party.

5. FORM OF CONTRACT:

It shall be understood by the offeror and the District that the proposal received is a signed agreement to furnish all goods and perform all services, including labor (if any), as stipulated in the documents, upon the award of the proposal. The District may issue a numbered purchase order which will serve as an additional Contractual Agreement with the successful offeror.

The two (2) documents (the original bid response bearing the signature of the offeror and the District's signed purchase order) become the forms of Contractual Agreement, agreeing to the performance of all conditions set forth in the solicitation, the standard conditions and special instructions and conditions, including any addenda issued by the solicitation.

If a firm submitting a proposal requires that an additional contract be signed by the District, a copy of the proposed contract must be included with the proposal. Proposed offeror contract documents will be reviewed by the District. A bidder's contract document shall not become part of the purchase contract unless and until it is signed by an authorized representative of the District. The District's contract documents shall govern in event of conflict with the terms of a bidder's contract. No contract exists on the part of the District until a written purchase order is issued. A signed and executed Offer and Acceptance will be considered sufficient notice of acceptance of contract. The Contract may be modified only through a written Contract Amendment agreed to and signed by both parties.

6. WAIVER:

Each offeror, by submission of a proposal, proclaims, agrees, and does waive any and all claims for damages against Northwest Fire District, including its officers and employees, when any of the rights reserved by Northwest Fire District may be exercised.

II. STANDARD TERMS AND CONDITIONS (CONT.)**7. INTERPRETATION; APPLICABLE LAW:**

The contract shall be interpreted, construed and given effect in all respects according to the laws of the State of Arizona. If any of offeror terms or conditions are not in agreement with Northwest Fire District's terms and conditions as set forth herein, Northwest Fire District's shall govern. This Agreement incorporates the complete agreement of the parties with respect to the subject matter of this Agreement. No oral agreement or other understanding shall in any way modify these terms and conditions.

8. PRICE WARRANTY:

Offeror shall give Northwest Fire District benefit of any price reduction before actual time of shipment except that should Northwest Fire District permit shipment to be made prior to specified shipping date, Northwest Fire District shall have advantage of any price reduction before shipping date. Offerors agree that all pricing given includes all costs required to conduct aggressive and active cost control and reduction activities.

9. PRICE ESCALATION:

In the event that changes in economic conditions are such that Supplier requires price increases for subsequent renewals of the agreement, the offeror shall submit to the District a unit price escalation request with supporting documents justifying the requested increase not later than 90 days prior to the termination date of the current agreement. The request shall cite sources, specific conditions and in detail how they affect the cost of agreement items and include a listing of those efforts taken to control and reduce costs. The District will review the request and determine if it is in the best interest of the District to extend the agreement.

10. QUANTITY:

The quantity of goods ordered shall not be exceeded or reduced without written permission in the form of a properly executed purchase order or contract change except in conformity with acknowledged industry tolerances. All quantities are estimates and no guarantee regarding actual usage is provided.

11. DELIVERY:

On-time delivery of goods and services is an essential part of the consideration to be received by Northwest Fire District.

All delivery will be made prior to the expiration date of the agreement. Delivery made after the expiration date of the agreement will be at Offeror's sole risk, and invoices for delivery made after the expiration date of the agreement will be rejected.

A guaranteed delivery date, or interval period from order release date to delivery, must be given if requested by the Price Bid document.

Upon receipt of notification of delivery delay, Northwest Fire District at its sole option may cancel the order or extend delivery times. Such extension of delivery times will not be valid unless extended in writing by an authorized representative of the District.

To mitigate or prevent damages caused by delayed delivery, the District may require offeror to deliver additional quantity utilizing express modes of transport, and/or overtime, all costs to be contractor responsibility. The District reserves the right to procure from alternate source, and/or refuse receipt of or return delayed deliveries, at no cost to the District.

Offeror will not be held responsible for unforeseen delays caused by fires, strikes, acts of god, or other causes beyond Offeror's control, provided that Contractor provided prompt notice of delay as soon as Offeror had knowledge of said delay.

12. INSPECTION:

All goods and services are subject to inspection and testing at place of manufacture, the destination, or both, by Northwest Fire District. Goods failing to meet specifications of the order or contract shall be held at seller's risk and may be returned to seller with costs for transportation, unpacking, inspection, repacking, reshipping, restocking or other like expenses to be the responsibility of seller.

In lieu of return of nonconforming supplies, Northwest Fire District, at its sole discretion and without prejudice to District's rights under the *Rights and Remedies of Northwest Fire District for Default* clause below, may waive any nonconformity, receive the delivery, and treat the defect(s) as a warranty item, but waiver of any condition shall not be considered a waiver of that condition for subsequent shipments or deliveries.

II. STANDARD TERMS AND CONDITIONS (CONT.)**13. TAXES, FEES, EXPENSES:**

Articles sold to Northwest Fire District are exempt from federal excise taxes. Northwest Fire District will furnish an exemption certificate upon request. No separate charges for delivery, sales tax, drayage, express, parcel post, packing, insurance, license fees, permits, costs of bonds, or proposal preparation, will be paid by Northwest Fire District, unless expressly included and itemized by the solicitation documents. Pricing evaluations will be based on pre-tax pricing offered by vendor.

14. PAYMENT TERMS:

Payment terms are net 30, unless otherwise specified by the solicitation documents.

15. ACCEPTANCE:

Northwest Fire District will not execute an acceptance or authorize payment of any equipment or component prior to delivery and verification that all the specifications have been met.

16. RIGHTS AND REMEDIES OF NORTHWEST FIRE DISTRICT FOR DEFAULT:

In the event any item furnished by the offeror in the performance of the contract or purchase order should fail to conform either to the specifications thereof or to the sample submitted by the vendor with their proposal, Northwest Fire District may reject same, and it shall thereupon become the duty of the seller to reclaim and remove the same, without expense to Northwest Fire District, and immediately replace all such rejected items with others conforming to the specifications or samples. Should the seller fail, neglect, or refuse to do so, Northwest Fire District, shall have the right to purchase in the open market, in lieu thereof, a corresponding quantity of any such items and to deduct from any monies due or that may become due to the seller the difference between the price named in the contract or purchase order and actual cost to Northwest Fire District. In the event the seller shall fail to make prompt delivery as specified of any item, the same conditions as to the rights of Northwest Fire District to purchase in the open market and invoke the reimbursement condition above shall apply, except when delivery is delayed by fire, strike, freight embargo, or acts of god or of the government. In the event of cancellation of the contract or purchase order, either in whole or in part, by reason of the default or breach by the seller, any loss or damage sustained by Northwest Fire District in procuring any items which the seller agreed to supply shall be borne and paid for by the seller. The rights and remedies of Northwest Fire District provided above shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.

17. FULL AND COMPLETE PERFORMANCE:

The failure of either party to insist on one or more instances upon the full and complete performance with any of the terms or conditions of the blanket contract, purchase order or contract to be performed on the part of the other, or to take any action permitted as a result thereof, shall not be construed as a waiver or relinquishment of the right to insist upon full and complete performance of the same, or any other covenant or condition, either in the past or in the future. The acceptance by either party of sums less than may be due and owing it at any time shall not be construed as an accord and satisfaction.

18. GRATUITIES:

Offeror shall not give, offer to give, nor intend to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. The District may cancel this contract if it is found that gratuities in the form of entertainment, gifts or otherwise, were offered or given by contractor or any agent or representative of contractor, to any employee of the District with a view toward securing a contract or with respect to the performance of this contract.

19. FRAUD AND COLLUSION:

Each offeror, by submission of a proposal, proclaims and agrees that no officer or employee of Northwest Fire District or of any subdivision thereof has: 1) aided or assisted the offeror in securing or attempting to secure a contract to furnish labor, materials or supplies at a higher price than that proposed by any other offeror; 2) favored one offeror over another by giving or withholding information or by willfully misleading the offeror in regard to the character of the material or supplies called for or the conditions under which the proposed work is to be done; 3) will knowingly accept materials or supplies of a quality inferior to those called for by any contract; 4) any direct or indirect financial interest in the proposal. Additionally, during the conduct of business with Northwest Fire District that the offeror will not knowingly certify, or induce others to certify, to a greater amount of labor performed than has been actually performed, or to the receipt of a greater amount or different kind of material or supplies that has been actually received. If at any time it shall be found that the person or entity to whom a contract has been awarded has, in presenting any proposal, or proposals, colluded with any other party or parties for the purpose of preventing any other proposal being made, then the contract so awarded shall be terminated and that person or entity shall be liable for all damages sustained by Northwest Fire District.

II. STANDARD TERMS AND CONDITIONS (CONT.)

20. OTHER PARTICIPATING GOVERNMENTAL ENTITIES:

Northwest Fire District has entered into cooperative purchasing agreements with other agencies in order to conserve resources, reduce procurement costs and improve the timely acquisition and cost of supplies, equipment and services. The Offeror, to whom a contract or purchase order is awarded, may be requested by other parties to extend to them the right to purchase supplies, equipment and services provided by the Seller under this contract, pursuant to the terms and conditions stated herein.

21. PATENT INDEMNITY:

Offeror shall hold Northwest Fire District, its officers, agents and employees, harmless from liability of any nature or kind, including costs and expenses, for infringement or use of any copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order. Offerors may be required to furnish a bond or other indemnification to Northwest Fire District against any and all loss, damage, costs, expenses, claims and liability for patent or copyright infringement.

22. UNFAIR COMPETITION AND OTHER LAWS:

Responses shall be in accordance with Arizona trade and commerce laws (Title 44 A.R.S.) and all other applicable District, State, and Federal laws and regulations.

23. CONFLICT OF INTEREST:

All agreements are subject to the provisions of A.R.S. § 38-511, the pertinent provisions of which are incorporated into and made part of all resultant contracts or purchase orders as if set forth in full herein.

24. NON-DISCRIMINATION:

Offeror shall not discriminate against any District employee, client or individual in any way because of the person's age, race, creed, color, religion, sex, disability or national origin in the course of performing the offeror's duties pursuant to any contract or purchase order issued as a result of this solicitation. Offeror shall comply with executive order 75-5, as amended by executive order 2009-09, which is incorporated into this solicitation by reference as if set forth in full herein.

25. NON-APPROPRIATION OF FUNDS:

This agreement may be canceled at the end of each fiscal year (June 30) if for any reason the Northwest Fire District Governing Board does not appropriate funds for the stated purpose of maintaining any agreement. In the event of such cancellation, Northwest Fire District shall have no further obligation, other than for services or goods that have already been received.

26. PUBLIC INFORMATION:

Pursuant to A.R.S. § 39-121.01 et seq., all information submitted in response to this solicitation, including, but not limited to, pricing, product specifications, work plans, and any supporting data becomes public information and upon request, is subject to release and/or review by the general public including competitors.

27. AMERICANS WITH DISABILITIES ACT:

Offeror shall comply with all applicable provisions of the Americans with Disabilities Act (public law 101-336, 42 USC 12101-12213) and all applicable federal regulations under the act, including 28 CFR parts 35 and 36.

28. FEDERAL IMMIGRATION LAW COMPLIANCE:

As mandated by Arizona Revised Statutes § 41-4401, the District is prohibited after September 30, 2008, from awarding a contract to any contractor or subcontractor that fails to comply with A.R.S. § 23-214(A). The District must also ensure that every contractor and subcontractor complies with federal immigration laws and regulations that relate to their employees and A.R.S. § 23-214(A). Therefore, in signing or performing any contract for the District, the Contractor fully understands that:

- A. It warrants that both it and any subcontractors it may use comply with all federal immigration laws and regulations that relate to their employees and their compliance with A.R.S. § 23-214(A);
- B. A breach of the warranty described in subsection A, shall be deemed a material breach of the Contract that is subject to penalties up to and including termination of the Contract; and
- C. The District or its designee retains the legal right to inspect the papers of any contractor or subcontractor employee who works on the Contract to ensure that the contractor or subcontractor is complying with the warranty under subsection A.

II. STANDARD TERMS AND CONDITIONS (CONT.)

29. TERRORISM COUNTRY DIVESTMENTS:

By entering the contract, Contractor warrants compliance in accordance with A.R.S. 35-392, and hereby certifies that the Contractor is not in violation of the Export Administration Act and is not on the Excluded Parties List.

30. PROTESTS:

An interested party may file a protest regarding any aspect of a solicitation, evaluation, or recommendation for award.

31. NON-EXCLUSIVE:

Agreements resulting from this solicitation are non-exclusive and are for the sole convenience of Northwest Fire District which reserves the right to obtain like goods and services from other sources for any reason.

32. TERMINATION:

District reserves the right to terminate any contract, purchase order, or award, in whole or in part at anytime, when in the best interests of the District, without penalty or recourse. Upon receipt of written notice, contractor shall immediately cease all work as directed by the notice, notify all subcontractors of the effective date of termination and take appropriate actions to minimize further costs to the District. In the event of termination under this paragraph, all documents, data, and reports prepared by the contractor under the contract shall become the property of and be promptly delivered to the District. The contractor shall be entitled to receive just and equitable compensation for work in progress, work completed and materials accepted before the effective date of the termination. The cost principles and procedures defined by A.A.C. R2-7-701 shall apply.

33. CANCELLATION FOR NON-PERFORMANCE OR CONTRACTOR DEFICIENCY:

The District reserves the right to cancel the whole or any part of this contract due to failure by contractor to carry out any obligation, term or condition of the contract. The District may issue a written deficiency notice to contractor for acting or failing to act in any of the following:

- Providing material that does not meet the specifications of the contract
- Providing work and/or material that was not awarded under the contract
- Failing to adequately perform the services set forth in the scope of work and specifications
- Failing to complete required work or furnish required materials within a reasonable amount of time
- Failing to make progress in performance of the contract and/or giving the District reason to believe that contractor will not or cannot perform the requirements of the contract
- Performing work or providing services under the contract prior to receiving a District purchase order for such work

Upon receipt of a written deficiency notice, contractor shall have ten (10) days to provide a satisfactory response to the District. Failure to adequately address all issues of concern may result in contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by contractor under the contract shall become the property of the District on demand.

34. CONFLICTS:

In the event there are inconsistencies between the agreement documents, following is the order of precedence (superior to subordinate); contract or purchase order; special terms and conditions, standard terms and conditions, instructions to offerors, request for proposals.

35. COOPERATIVE USE OF RESULTING CONTRACT OR PURCHASE ORDER:

As allowed by law, the District has entered into cooperative procurement agreements that enable other Public Agencies to utilize procurement agreements developed by the District. The Contractor may be contacted by participating agencies and requested to provide services and products pursuant to the pricing, terms and conditions defined by the District contract. Minor adjustments are allowed subject to agreement by both Contractor and Requesting Party to accommodate additional cost or other factors not present in the District agreement and are required to satisfy particular Public Agency code or functional requirements and are within the intended scope of the solicitation and resulting agreement. Any such usage shall be in accordance with State, District and other Public Agency procurement rules, regulations and requirements and shall be transacted by contract or purchase order between the requesting party and Contractor. Contractor shall hold harmless the District, its officers, employees, and agents from and against all liability, including without limitation payment and performance associated with such use.

END OF STANDARD TERMS AND CONDITIONS

III. SPECIAL TERMS AND CONDITIONS

1. SCOPE:

The Northwest Fire District (NWFD) is soliciting proposals from qualified offerors for foundation and pavement improvements. A number of paved areas at the Training Center (CSC) are in need of repair, replacement and crack filling.

General description of work

Work shall consist of removing and disposing of existing asphaltic concrete within the identified areas marked as "R&R", placement and compaction of subbase and aggregate base material as necessary, and replacing existing damaged asphaltic concrete with new asphaltic concrete (specified below). Crack filling as specified in this document is also part of the scope of this project.

Removal of existing materials

Any excess base material and removed asphaltic concrete shall be disposed of off-site in a manner consistent with local requirements. The designated "R&R" areas at the Training Center shall be cut using a rotary saw device to provide for smooth vertical faces in the patch area. Existing fill and base material shall be removed to a minimum depth of twelve (12) inches below existing asphaltic concrete grade. The excavation shall be backfilled using aggregate base meeting PAG 303-2 aggregate base material specification. Use of the existing aggregate base is allowed as part of the backfill requirement.

Subbase preparation and fill placement

The existing subbase beneath the aggregate base course shall be compacted to a minimum of 95% of the maximum density determined in conformance with the requirements of the applicable test methods of the Arizona Department of Transportation Materials Testing Manual. In areas where settlement has occurred, aggregate base shall be used to adjust for the settlement differential. In areas where manhole structures have settled, the manhole elevations shall be adjusted to meet the original design grade.

Following compaction that meets the specification of the subbase material, aggregate base shall be placed in lifts not to exceed six (6) inches loose and shall be compacted to a density of not less than 100 percent of the maximum density determined in conformance with the requirements of the applicable test methods of the Arizona Department of Transportation Materials Testing Manual. Compacted base material elevation shall be constructed to allow for a minimum of three (3) inches of compacted asphaltic concrete at the original design grade elevation.

Asphaltic concrete placement and compaction

A light coat of bituminous material shall be applied as directed to edges or vertical surfaces against which asphaltic concrete is to be placed. The placement of asphaltic concrete shall not occur unless the ambient air temperature is 55 degrees and rising. Asphaltic concrete shall meet PAG specification for asphaltic concrete, section 406, mix No. 2, as specified in Table 406-4. The asphaltic concrete shall be a minimum of 250 degrees F at time of placement and compaction operations. All other elements of placement and compaction shall meet the requirements as listed in PAG Section 406 for asphaltic concrete. In addition, the compaction efforts shall be completed prior to the asphaltic concrete falling below 220 degrees. Asphaltic concrete shall be compacted as required, smooth and reasonably true to the required lines, grades, and dimensions. The finished compacted surface shall be smooth without roller marks and match the original finished design asphaltic concrete grade. Finished work shall provide for positive drainage without any areas of standing water.

Crack sealing

All cracks within the gated area of the Training Center including adjoining joints with portland cement concrete paving/curbing and ¼ inch or wider asphalt concrete cracks shall be sealed with a sealant material. All cracks to be sealed shall be dry, clean and free of dust. Air compressors shall be used to clean the cracks and shall a minimum capability of producing an air volume of 150 cubic feet per minute. The cracks shall be sealed with an ASTM 3405 hot asphalt modified rubber product, formulated from polymer-modified asphalt, virgin synthetic rubber, and reclaimed rubber compounds. Manufacturer literature and specifications for the proposed sealant material shall be submitted with the proposal. Application of the sealant shall be with a "V" type squeegee used in a manner to force the material into the cracks. All other preparation and placement operations shall follow the crack sealant manufacturer's recommendations. Cracks wider than 1/2" shall be routed prior to filling or saw cut and patched with PAG No. 2 asphaltic concrete to the full depth of the existing asphalt. The vendor shall identify in the proposal which of the two methods of repairing cracks wider than 1/2" the vendor intends to use.

Quality Control

Work may be observed and/or tested at any time by NWFD personnel or a third party consultant/testing lab to ensure compliance with the project specifications. Any costs due to substandard materials or construction processes that do not meet the project specifications, including any necessary field or lab re-tests, shall be contractor's responsibility.

Submittal Requirements

The submitted proposal should include the following:

- Square footage of repair and replace area that pricing is based on
- Crack sealing linear footage that pricing is based on.
- Statement that the project specifications are included as are part of all pricing and proposed work.
- Estimated days of work required for the project

2. MINIMUM QUALIFICATIONS:

Offerors shall meet all minimum qualifications. Failure to provide information required by these Minimum Qualifications may be cause for the respondent's proposal to be rejected as **Non-Responsive**.

- a. At least three projects of similar size and scope completed successfully within the last ten years.
- b. Firm must be a licensed contractor in good standing in the State of Arizona. List all licenses in STATEMENT OF QUALIFICATIONS.
- c. Firm must be bonded and insured. List all certificates in the STATEMENT OF QUALIFICATIONS.

Offerors shall submit with their proposals verifiable documents that prove satisfaction of the minimum qualification:

- a. Offerors shall complete the Cost Summary contained in **Appendix I: Cost Summary** and return the form with information/documentation as requested.
- b. Offerors shall meet all Minimum Qualifications contained in the **Appendix II: Minimum Qualifications Verification Form** and return the form with information/documentation as requested.
- c. Offerors shall also provide a minimum of three (3) satisfactory references of current clients. The services and products provided to those clients shall be of those defined in this Request For Proposals. Offerors are to provide references contained in **Appendix III: Reference Form** and return the form with information/documentation as requested.

If you intend to use any subcontractors for this proposal, you shall include the required subcontractor information in responding to the afore-mentioned minimum requirements and questionnaire. Failure to provide such information may cause your proposal to be deemed **NON-RESPONSIVE**.

3. EVALUATION AND AWARD CRITERIA:

The District intends to contract with the qualified firm(s) and/or individual(s) whose proposals are deemed to be most advantageous to the District. No contract shall be awarded solely on the basis of price. Cost is a factor in selection. However, only those proposals determined to best meet all of the requirements of the Request for Proposals will be given consideration.

Northwest Fire District shall evaluate proposals meeting the minimum qualifications and deemed RESPONSIVE. Proposals shall be evaluated according to the evaluation criteria set forth herein. Evaluation of cost shall be made without regard to applicable taxes.

District reserves the right to request additional information and/or clarification. Any clarification of a proposal shall be in writing. Recommendation for award will be to the responsible and responsive offeror whose proposal is determined to be

the most advantageous to the District taking into consideration the evaluation criteria set forth in this RFP.

Responsiveness to this Request for Proposals and responsibility to successfully carry out the contract must be evident. Award will be made as determined to be in the best interest of NWFD, and the District's decision shall be final.

A. Evaluation Criteria and Points

Evaluation of proposals will be by a committee comprised of District personnel. The evaluation may consist of two phases. In Phase One, the Evaluation Committee will evaluate, score and rank the responses utilizing the Phase One Criteria listed below. Each numeric ranking will be weighted based on a relative weighting assigned by the Evaluation Committee.

After final scoring of the Phase One Criteria, a short-list and ranking may be created. The short-listed Offerors may proceed into a Phase Two Evaluation. Vendors no longer being considered will be notified by the District in writing. If the District does not proceed into Phase Two Evaluations, the scoring of Phase One shall determine the ranking for contract award recommendation.

Offerors who move on to Phase Two of the evaluation process may be required to provide the District with a full demonstration of requested items. Demonstrations will be held after proposal opening and prior to award. Vendor demonstrations will be coordinated to occur on the same day to allow District staff to evaluate all of the vendors concurrently. Each vendor will be responsible for all costs associated with providing their demonstration. Vendors will be notified approximately one week prior to the schedule date of the demonstration. Upon the conclusion of Phase Two, the District may request a Best and Final Offer from the vendors included in Phase Two.

Upon the conclusion of Phase Two activities, the District shall re-score the short-listed vendors according to criteria and/or questions vendors are asked at the Vendor Presentation. Re-scoring shall be based upon the original proposal as well as any additional information obtained during the Phase Two activities. Upon final scoring of the Phase Two activities, a ranking will be established. This ranking will determine the contract award(s).

Evaluation Criteria are listed below in order of relative importance. Your proposal must address these criteria in the order presented. Your response to these criteria must be organized in a clear and explicit manner so as to facilitate the evaluation process.

- | | | |
|----|--|-----|
| 1. | Compliance to the Scope of Services | 40% |
| 2. | Completeness of response | 30% |
| 3. | Total cost of ownership, including "value added" factors | 20% |
| 4. | Timeliness of implementation | 10% |

SPECIAL TERMS AND CONDITIONS (CONT.)**4. PROPOSAL SUBMITTAL:**

The Northwest Fire District will not assume responsibility for any costs related to the preparation or submission of the proposal. One original and five (5) copies of your proposal must be submitted. The original must be marked as "Original" on the cover, and the three copies, each marked as "Copy" on the cover. Unnecessarily elaborate brochures of other presentations beyond that sufficient to present a complete and effective proposal is not desired. Elaborate artwork, expensive paper, bindings, visuals and other presentation aids are not required. In order for your proposal to be considered, the following should be included and should be referenced with index tabs:

Binders shall be INDEXED and tabbed in the order stated below, with each tab clearly labeled:

- Tab 1. Provide a one page Executive Summary that explains the proposed solution, cost of solution and implementation plan.
- Tab 2. Provide a brief history of your firm including name of firm, address and how long the firm has been in business and if applicable how long you have been providing foundation and improvement services.
- Tab 3. Provide a thorough description of your solution and approach as it relates the district's needs as identified in the Scope of Services.
- Tab 4. Provide a STATEMENT OF QUALIFICATIONS.
- Tab 5. Provide a copy of your firm's contractor's license from the Arizona Registrar of Contractors office and proof of bonding and insurance.
- Tab 6. Provide a thorough description of the experience your firm has of emergency generator and installation. Provide information on projects your firm has carried out demonstrating capabilities to perform this work. Include a description of three (3) projects of similar scope completed within the last ten (10) years.
- Tab 7. Provide a thorough description of the total cost of services and complete APPENDIX I: COST SUMMARY. Provide a unit cost schedule of fees for the services you are offering. The schedule of fees must also include travel and lodging.
- Tab 8. Complete APPENDIX II: MINIMUM QUALIFICATION VERIFICATION FORM.
- Tab 9. Complete APPENDIX III: REFERENCE FORM
- Tab 10. Provide any *pertinent* supplementary information regarding your firm's services or experience that may enable NWFD to become aware of the firm's qualifications. **Please use eco-friendly consideration and consumables when preparing your response. Elaborate brochures, expensive paper, bindings, visuals, presentation aids and packaging beyond that sufficient to present a complete and effective proposal is not desired.**
- Tab 11. **Please provide a signed copy of the Offer and Acceptance Page and all addendums. Proposals submitted without an original, signed copy of this document may be considered nonresponsive. Addendums are posted on the District web site <http://www.northwestfire.org/public-info/purchasing>.**

SPECIAL TERMS AND CONDITIONS (CONT.)**5. PRICING:**

Offered pricing must remain firm for 365 days, for the initial term of the contract. The NWFD Purchasing Department will review fully documented requests for price/fee increases prior to any contract renewal. The requested price/fee increase must be based upon a cost increase that was clearly unpredictable at the time of proposal submittal, and can be shown to directly affect the price/fee of the item concerned. The NWFD Purchasing Department will determine through competitive market review, trade publications, independent price indexes, and/or other means, whether the requested price/fee increase or an alternative option is in the best interest of the District. The vendor shall offer NWFD any published price/fee reduction during the contract period. All price/fee adjustments will be effective on acceptance by the NWFD Purchasing Department. Prices/fees, as indicated, shall include all costs associated with the specified service. Any extra or incidental costs must be indicated separately.

Offered pricing shall include all incidental and associated costs to comply with the *Instructions to Offerors, Standard Terms and Conditions* and these *Special Terms and Conditions*.

6. WARRANTY/GUARANTEE:

Contractor warrants goods or services to be satisfactory and free from defects.

7. SAMPLES:

May be required after proposal opening for evaluation. The samples received will be used to determine quality, durability and compliance with specifications. All samples are to be of the same quality as those materials to be supplied by successful offeror(s) upon proposal award. They shall be free of charge and be submitted within five (5) days of request and removed by the offeror at their expense. Award samples may be held for comparison with deliveries. The District shall not be held responsible for any samples damaged or destroyed in examination or testing. Samples not removed within thirty (30) days after notice to the offeror will be regarded as abandoned and the District shall have the right to dispose of them as its own property.

8. ACCEPTANCE:

Acceptance of the goods and services shall be made by the Northwest Fire District as designated on the issued Order in accordance with this agreement. Acceptance is required prior to commencement of Payment terms.

9. CONTRACT PERIOD:

It is the intent of the District to award a multi-term contract for the specified services beginning upon award. If this is a multi-term contract and assuming funds are appropriated to support continuation of services for succeeding periods, the original contract may be renewed annually for a total time of contract not to exceed five (5) consecutive years. Renewal shall be a mutual agreement between the awarded firm and the Northwest Fire District. However, no contract exists unless and until a purchase order is issued.

Conditions for renewal of the contract shall include, but not be limited to, satisfactory performance of services during the preceding contract term, ability to continue to provide satisfactory services, continued adherence to the requirements of the proposal documents, and continued competitive prices for the services and/or products provided under the original contract.

10. CONTRACT LIAISON:

The Contract Liaison for any contract awarded under this Request for Proposal will be Gary West, (520) 887-1010. The Contract Liaison shall act as the District's contract manager and oversee performance under the contract.

The Contract Liaison may provide the offeror with general guidance as to the contract performance. However, this individual is not authorized to make changes in the contractual or performance requirements of any contract. Changes to an awarded contract shall be effective only upon written approval from the District's Purchasing Department.

SPECIAL TERMS AND CONDITIONS (CONT.)**11. ADDITIONAL SERVICES:**

The District reserves the right to add related services to the contract at any time during the contract period. The District shall contact the contractor for prices prior to adding any service, and may at NWFD's sole option, accept the quoted price or purchase elsewhere those services.

12. PRESENTATIONS:

All offerors may be required to provide the District with a full demonstration of requested items. Demonstrations will be held after proposal opening and prior to award. Vendor demonstrations will be coordinated to occur on the same day to allow District staff to evaluate all of the vendors concurrently. Each vendor will be responsible for all costs associated with providing their demonstration. Vendors will be notified approximately three weeks prior to the schedule date of the demonstration.

13. COMPENSATION AND METHOD OF PAYMENT:

Any contract shall provide for compensation that the District determines is fair and reasonable, taking into consideration budgetary limitations, and the scope, complexity and professional nature of the services. Contractor will be compensated only for work properly approved in advance by the District.

All proposals shall include a schedule of fees associated with providing the services offered. The successful offeror shall be compensated for services properly rendered in accordance with the schedule of fees. Payment shall be made from detailed invoices, in forms acceptable to the District.

The schedule of fees must be firm for the initial contract term. Fees may be reviewed prior to any contract renewal. Any requested fee increase must be based upon a cost increase that directly affects the cost of services provided. Any requested fee increase that the District determines is not in its best interest will be rejected, and the District may seek an alternative solution. All fee adjustments shall become effective upon acceptance by the District's Purchasing Department.

14. BILLING:

Contractor shall submit Request(s) for Payment/Invoices to the District for goods and services provided in accordance with the contract. Said documents shall reference the District Contract number under which the charges authorized, and assign and reference all charges to a particular line item defined by the contract.

Invoices are not considered received until verified and received by Financial Operations. Invoices must be sent to:

Northwest Fire District
Accounts Payable
5225 W. Massingale Rd.
Tucson, AZ 85743

SPECIAL TERMS AND CONDITIONS (CONT.)**15. BEST AND FINAL OFFER**

District reserves the right to request additional information and/or clarification with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements.

In the event that discussions are held and clarifications are requested, a written request for best and final offers shall be issued. The request shall set forth the date, time, and place for the submission of best and final offers. If offerors fail to respond to the request for best and final offer or fail to submit a notice of withdrawal, their immediate previous offer will be construed as their best and final offer.

16. PROCUREMENT CONTACT:

Questions regarding this solicitation should be submitted in writing to Logistics Division, Attention: Raymond Thibault. All offers shall reference the Solicitation Number and Title. Questions submitted within 8 days of the solicitation Due Date may not be answered.

Fax: (520) 887-1034 email: rthibault@northwestfire.org

VERBAL REQUESTS FOR CLARIFICATIONS OR INTERPRETATIONS WILL NOT BE ACCEPTED.

17. PRE-PROPOSAL CONFERENCE:

All interested parties may attend a pre-proposal conference that will be held at the time and place indicated on the cover page. The purpose of the conference is to clarify, if necessary, the terms of this Request for Proposals, and to prevent any misunderstanding of the District's intention in this matter. If anyone should have a discrepancy in, or omission from, the general terms and conditions of this Request for Proposals, or if in doubt as to their meaning, such matters should be presented at this conference so that written addendum may be given if necessary. Oral statements or instructions will not constitute an amendment to this Request for Proposals.

18. INSURANCE CLAUSE:

Certificates of Insurance shall be provided by the successful firm(s) or individual(s) providing Commercial Liability Coverage within ten (10) days after the District issues a notice of award. Liability coverage shall include automobile liability and is required in an amount of not less than \$1 million per claim with a general aggregate of at least \$1 million. The Certificate(s) of Insurance shall name the District as an additional insured. Professional Liability Insurance (for errors, omissions and malpractice coverage) shall be provided with limits of at least \$1 million per claim and \$1 million per aggregate to be maintained by the successful offerors. If the policy is written on a claims-made basis, offeror warrants that any retroactive date under the policy precedes the effective date of this contract and that continuous coverage will be maintained for a period of two years beginning from the time work under the contract is completed. The cost of the Insured's defense will not be deducted from the amount of insurance available to pay claims. Terms of professional liability insurance may be modified upon a showing that the required terms are not readily available in the commercial market.

A certificate of Workers' Compensation Insurance shall be provided by the successful offeror(s). Workers' Compensation Insurance shall be in compliance with State statute.

Each insurance policy required by the District shall not be cancelled or reduced in coverage or limits except after thirty (30) days written notice to the District.

All certificates are to be received and approved by the District prior to the beginning of the contract period. Failure to maintain the required insurance or provide evidence of insurance shall be considered a material breach of contract.

END OF SPECIAL TERMS AND CONDITIONS

Attachment: 1602 Foundation and Pavement Improvements (2016-18 : 1602 Foundation and Pavement Improvements)

OFFEROR NAME:

Attachment: 1602 Foundation and Pavement Improvements (2016-18 : 1602 Foundation and Pavement Improvements)

Project Completion:

Additional Items

END OF APPENDIX I

APPENDIX II: MINIMUM QUALIFICATIONS VERIFICATION FORM**OFFEROR NAME:** _____

Proposals not meeting the minimum qualifications will be deemed *NON RESPONSIVE* and will not be considered for further evaluation.

If defined in this solicitation, provide documented and verifiable evidence that your firm satisfies the Minimum Requirements, and indicate what/if attachments are submitted.

ITEM NO.	MINIMUM QUALIFICATIONS	COMPLIANCE YES/NO (SELECT ONE)	DOCUMENT TITLE AND NUMBER OF PAGES SUBMITTED FOR EACH DOCUMENT
1	Minimum qualifications of the offeror's company	Yes/No	
2	Minimum qualifications of the proposed key personnel	Yes/No	
3	Provide copies of license, certifications, accreditation, etc.	Yes/No	
4	Additional MQ if any.	Yes/No	

Submitted by (Printed Name and Title): _____ Initial: _____ Date: _____

END OF APPENDIX II

Attachment: 1602 Foundation and Pavement Improvements (2016-18 : 1602 Foundation and Pavement Improvements)

APPENDIX III: REFERENCE FORM**OFFEROR NAME:** _____**REFERENCES:** Please provide three preferably Arizona firms, addresses, contact persons and telephone numbers of customers who have done business with your firm:**REFERENCE 1**

Company Name:

Contact Name and Title:

Telephone No:

Fax No:

E-mail address:

REFERENCE 2

Company Name:

Contact Name and Title:

Telephone No:

Fax No:

E-mail address:

REFERENCE 3

Company Name:

Contact Name and Title:

Telephone No:

Fax No:

E-mail address:

Attachment: 1602 Foundation and Pavement Improvements (2016-18 : 1602 Foundation and Pavement Improvements)

END OF APPENDIX III

The following section will be used as an evaluation tool for award. Please complete the checklist to ensure your compliance to requested needs.

VENDOR INFORMATION/SERVICE: All offerors must demonstrate the willingness and capability of providing substantial local service which may require the availability of an on-site sales representative and local stocking facility as may be determined in the District's best interest. All out-of-town vendors must be willing to accept collect telephone calls or provide a toll-free number.

Address and/or E-mail to which purchase orders are to be sent.

COMPLIANCE TO SCOPE OF WORK

Is Descriptive literature enclosed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is Offer and Acceptance Page properly signed? Proposals submitted without an original, signed Offer and Acceptance Page may be deemed nonresponsive.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are addendums signed and attached? http://www.northwestfire.org/public-info/purchasing	Yes <input type="checkbox"/>	No <input type="checkbox"/>

PRICE

Please Indicate number of days that prices are firm.	
Are prices indicated by unit and totals?	Yes <input type="checkbox"/> No <input type="checkbox"/>

OFFER AND ACCEPTANCE**RESPONDENT SHALL COMPLETE THE FOLLOWING INFORMATION IN INK AND SUBMIT WITH THEIR BID**

Print or type in ink the requested information. **TYPEWRITTEN RESPONSES ARE PREFERRED.**

OFFER**TO THE NORTHWEST FIRE DISTRICT**

The Undersigned hereby offers and agrees to furnish the material or service in compliance with all terms, conditions, specifications, and amendments in the Invitation for Bid and any written exceptions in the offer. Signature also certifies understanding and compliance with paragraph (1) of the Northwest Fire District Standard Terms and Conditions.

For clarification of this offer, contact:

Company Name

Address

City State Zip

Name: _____

Phone: _____

Fax: _____

E-mail: _____

Signature of Person Authorized to Sign_____
Printed Name_____
Title**CERTIFICATION**

By signature in the Offer Section above, the bidder certifies:

1. The submission of the offer did not involve collusion or other anti-competitive practices.
2. The bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with the submitted offer.

Failure to provide a valid signature affirming the stipulations required by these clauses shall result in rejection of the offer. Signing the offer with a false statement shall void the offer, any resulting contract and may be subject to legal remedies provided by law.

ACCEPTANCE OF OFFER

The Offer is hereby accepted.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the Request For Proposal, including all terms, conditions, specification, amendments, etc. and the Contractor's Offer as accepted by the District.

This contract shall henceforth be referred to as Contract No. 1602. The Contractor has been cautioned not to commence any billable work or to provide any material or service under this contract until Contractor receives purchase order.

NORTHWEST FIRE DISTRICT, a political subdivision

Approved as to form this _____ day of _____, 2016.

Awarded this _____ day of _____, 2016.

Michael J. Brandt
As Northwest Fire District Fire Chief and not personally

George Carter
As Northwest Fire District Chair and not personally

Thomas A. Benavidez

Attachment: 1602 Foundation and Pavement Improvements (2016-18 : 1602 Foundation and Pavement Improvements)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.1

SCHEDULED

MEMORANDUM NO. 2016-19

Date: February 23, 2016
To: Governing Board
From: Raymond Thibault,
Type of Action: Formal Action/Motion
Agenda Item: Approval of the Cooperative Purchasing Agreement with the Interlocal Purchasing System (TIPS)

RECOMMENDATION:

Approve the agreement.

MOTION:

Move to approve the Cooperative Purchasing Agreement with The Interlocal Purchasing System (TIPS).

DISCUSSION:

Approval of this agreement will allow us to take advantage of the purchasing power and competitive pricing gained by cooperatively participating with other municipalities and government entities in the procurement process. We currently have similar agreements with the State of Arizona and Pima County.

FISCAL IMPACT:

There is no cost of membership in this cooperative. Approval of this item will help the district conserve resources, reduce procurement costs, and improve the timely acquisition and costs of supplies, equipment and services.

ALTERNATIVES:

None. The District currently participates in several similar cooperatives which allow for diversity and options in the procurement process.

ATTACHMENTS:

- Arizona Interlocal Agreement (PDF)

INTERLOCAL AGREEMENT
Region VIII Education Service Center
ARIZONA PUBLIC AGENCY
(School, College, University, State, City or County Office)

Northwest Fire District

ARIZONA
 EDUCATIONAL OR GOVERNMENT ENTITY

Control Number (TIPS will Assign)
 Schools enter County-District Number

and

Region VIII Education Service Center
 Pittsburg, Texas

225 - 950
 Region 8 County-District Number

The Texas Education Code §8.002 permits Regional Education Service Centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university financial operations.

Government Authority:

Arizona law permits school districts to participate in intergovernmental agreements and contracts. ARIZ.REV.STATE §11-951, et seq. Arizona law provides that two or more public agencies by contract or agreement may contract for services or jointly exercise any powers common to the contracting parties and may enter into agreements with one another for cooperative action. ARIZ. REV. STAT §11-952 (A). "Public agencies" are defined as "this state, any other state, counties, school districts... and any other political subdivisions of this state or any other state." ARIZ. REV. STAT §11-951. A Texas regional service center is a political subdivision of the state of Texas. TEX. EDUC. CODE §8.001, et seq. Therefore, because a regional service center is a "public agency" Arizona public school districts or other local governments, have statutory authority to contract with a Texas regional service center to jointly exercise any powers common to the contracting parties or to participate in cooperative action.

The authority for Arizona public school districts to engage in cooperative procurements can be found in the Arizona Administrative Code. ARIZ. ADMIN. CODE §R7-2-1191, et seq. The Arizona Administrative Code provides that a school district may participate in, sponsor, conduct or administer a cooperative purchasing agreement for the procurement of any materials, services, or construction with one or more public procurement units. ARIZ. ADMIN. CODE §R7-2-1001 (68). The definition of public procurement until does not specifically mention political subdivisions of other states; rather it simply mentions "other state."

The Arizona Administrative code further provides that if a public procurement unit administering a cooperative purchase complies with the requirements of Article 10 of the Code, any public procurement unit participating in such a purchase is deemed to have complied. ARIZ. ADMIN. CODE § R7-2-1194. Article 10 of Chapter 2 of Title 7 of the Arizona Administrative Code provides the guidelines for school district procurement, including the competitive bidding requirements for such purchases. Pursuant to § R7-2-1194, it appears that any public procurement unit that administers a cooperative purchasing program must comply with the competitive bidding requirements which TIPS does meet.

Attachment: Arizona Interlocal Agreement (2016-19 : Cooperative Purchasing Agreement)

Section R7-2-1021 of the Arizona Administrative Code provides that unless otherwise specified in Article 10, all expenditures of public money shall be made through competitive sealed bidding as described in Article 10. ARIZ. ADMIN. CODE § R7-2-1021. Section R7-2-1041 permits a school district to use competitive sealed proposals as a procurement method when the school board determines that competitive sealed proposals are in the best interests of the school district. ARIZ. ADMIN. CODE § R7-2-1041. However, competitive sealed proposals are not permitted for construction contracts. Id. Thus, any construction contract procured by an Arizona School District, or a cooperative purchasing program must be made through competitive sealed bidding.

The Arizona Administrative Code defines “Construction” as “the process of building, altering, repairing, improving or demolishing any public structure or building, or other public improvements of any kind to any public real property.” ARIZ. ADMIN. CODE § R7-2-1001 (13). Based on the Administrative Code’s definition of “construction”, a performance contract entered into through a cooperative purchasing program such as TIPS would likely be considered for construction. Thus, performance contracts for Arizona Public Schools procured by the cooperative must follow the competitive sealed bidding procedures outlined in ARIZ. ADMIN. CODE § R7-2-1021-1032.

Vision:

TIPS will become the premier purchasing cooperative in North America through developing partnerships with quality vendors, school districts, universities, colleges, all governmental entities, and public and private industry.

Mission:

Our mission is to provide a proven purchasing process through quality customer service including timely response, legal support and effective recruitment by providing sufficient resources to include personnel.

Purpose:

The purpose of the TIPS program shall be to continue providing substantial savings and best value for participating educational entities or public agencies through cooperative purchasing.

Effective:

This Interlocal Agreement (hereinafter referred to as the “*Agreement*”) is effective _____ and shall be automatically renewed annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region VIII Education Service Center, by this *Agreement*, agrees to provide competitively bid cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

Role of the TIPS Purchasing Cooperative:

1. Provide organizational and administrative structure of the TIPS Program.
2. Provide Administrative and Support Staff necessary for efficient operation of the TIPS Program.
3. Provide marketing of the TIPS program to expand membership, awarded contracts and commodity categories.

4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and awarding of vendor contracts.
5. Provide members with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures.
6. Maintain filing system for all competitive bidding procedure requirements.
7. Provide Reports as requested.
8. Maintain active membership database for awarded vendors.
9. Provide TIPS training to members and vendors upon request.

Role of the Education or Government Entity:

1. Commit to participate in the TIPS Program.
2. Designate a Primary and Technology Contact for the entity to be responsible for promoting TIPS within the organization.
3. Commit to purchase products and services from TIPS Vendor Awarded Contracts when in the best interest of the entity. **PURCHASE ORDER MUST ALWAYS BE MARKED TIPS and EMAILED to TIPSP0@TIPS-USA.COM for processing.**
4. Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
6. Pay Awarded Vendors in a timely manner for all goods and services received.
7. Report any vendor issues that may arise to the TIPS Cooperative Coordinator.

General Provisions:

Both Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the laws of the State of Texas and venue shall be in the county in which the administrative offices of RESC VIII are located which is Camp County, Texas.

It is the responsibility of the Entity purchasing from TIPS to insure that the respective State purchasing laws are being followed.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide competitively bid cooperative purchasing opportunities to entities as outlined above.

This Interlocal Agreement process was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the respective STATE Open Meetings Act, for Texas it was Government Code Ch. 551.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Membership Entity-

Region 8 Education Service Center

By: _____
Authorized Signature

By: _____
Authorized Signature

Title: _____

Title: Executive Director Region VIII ESC

Date

Date

Public Entity Contact Information

Raymond Thibault
Primary Purchasing Person's Name

rthibault@northwestfire.org
Primary Person's Email Address

5225 W Massingale Rd
Street Address

Tucson, AZ 85743
City, State Zip

Marco Vidal (Interim)
Technology Coordinator's Name

520-887-1010 x2803
Telephone Number

mvidal@northwestfire.org
Technology Coordinator's Email Address

520-887-1034
Fax Number

Instructions:

If your entity does not require you to have an Interlocal Agreement, please go to the TIPS website under Membership and take advantage of online registration. The states of Texas and Arizona **do** require all entities to have an Interlocal Agreement. Email completed Interlocal Agreement to tips@tips-usa.com.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-9

6.A.1

Meeting: 02/23/16 06:00 PM

Department: Fire Chief

Category: Chief's Board Report

Prepared By: Heather D'Amico

Initiator: Michael J. Brandt

Sponsors:

DOC ID: 2143

FIRE CHIEF'S REPORT Chief Michael J. Brandt February, 2016

The Administrative Offices were closed on Monday, February 15th in observance of the Presidents' Day holiday.

ACTIVITIES:

My primary focus this past period has been on internal processes. We are adjusting our budget formatting to streamline and consolidate some areas which will assist our management team in oversight and execution.

I will be opening a process for the selection of a replacement of our Division Chief position with the departure of Chief Horvath.

Mountain Vista Fire District leadership has expressed a new interest in joining, once again, our ongoing discussions with our regional partners in identifying opportunities for collaborative potentials. We will continue to look for reciprocal possibilities while maintaining our commitment to the security and integrity of the Northwest Fire District system and the community we serve.

I met with NWFD EMS Executive Staff and our Banner UMC medical direction team for our monthly briefing and strategic updates.

I attended Department Head meetings with Marana Town Manager Gilbert Davidson and other key staff members for informational exchange as we to continue our support for our strategic partners in the Town of Marana.

We are in the process of selecting a new mechanic to replace Michael Bailey. Thank you Mike for all your support over the years.

I met with the CEO and Chief of Staff of Carondelet St. Mary's Hospital and NWFD Executive Staff Team to discuss our current relationship and identify mutual interests and potentials.

I attended the National Letter of Intent Signing Day at Pima Community College to support our academic partners as well as those individuals who are aspiring to become public safety professionals.

Deputy Fire Marshal Jim Pratt will be retiring at the end of the month. We will be holding a luncheon in Jim's honor on Friday, February 26th at 11:00 a.m. at our Training

Campus. A heartfelt thank you to Jim for his outstanding years of service to the Northwest Fire District and our community.

Senior Staff and I met with Dr. Wayne Peate to identify and develop some new approaches to supporting our personnel and their wellness.

Please join us in celebrating the graduation of our new recruit academy members on Thursday, Feb. 26th, 6 p.m. at Mountain Vista High School.

Individual informational Meetings were held with Bruce Kaplan, Vice-Chair, NWFD Governing Board and David Talas.

ROUTINE EXTERNAL MEETINGS INCLUDED:

The Marana Community and Regional Update Meeting; Town of Marana Department Head meetings; Marana Town Council Meetings; Southern Arizona Fire/EMS Regional Consortium Quarterly Meeting; Greater Tucson Fire Foundation meetings; PCWIN and associated Boards/Committees.

As Chair of the Pima County Fire Chiefs Association, I continue to underscore the importance of our legislative challenges and ways to support our efforts from a local and statewide platform.

INTERNAL MEETINGS:

A full schedule of internal meetings included: Executive Staff Meetings, Executive Team Meetings with all members of Senior Staff; Meetings with Asst. Chiefs Emans and Bradley on Operational and Support coordination; HR Meetings; Meeting regarding our Strategic Plan; Leadership Team Meeting; General Staff Meeting; Meeting regarding Annexations; Operational meetings with Executive Staff - Finance, Operations, Support, HR, and Community Affairs.

Our organization continues to thrive due to the hard work and dedication of each member of our team. We will continue to provide the best service delivery to every member of our community while maintaining the highest levels of professionalism and dedication. Thank you for your commitment.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-10

6.A.2

Meeting: 02/23/16 06:00 PM

Department: Support Services

Category: Assistant Chief/Director's Report

Prepared By: Doug Emans

Initiator: Doug Emans

Sponsors:

DOC ID: 2142

SUPPORT SERVICES REPORT

Assistant Chief Doug Emans

February, 2016

ACTIVITIES:

- There have been many focal points in the Support Services Division this month; annexations, recruitment for the IT Manager, radio system upgrade project, budget, capital budget, planning Phase I of the IT upgrade and working with the Town of Marana on a potential communications project. Busy time in the support world.
- Below is the summary of the division reports followed by the details of each section. You will see a tremendous amount of work has gone on in a short period. The men and women in the Support Division do a tremendous job keeping the organization tooled and equipped for success.
- Each section of the Division has completed a great deal of research and input into providing a budget proposal that the Board will have an opportunity to review, comment and provide input upon.

Prevention and Safety

- Prevention and Safety continue to refine and build processes that are geared towards enhancing the customer contact experience. The Fire Marshal and staff have continued to pinpoint education and professional development opportunities and refine processes. The work the team is doing with the building officials is critical to building positive customer experiences. The work the team is doing in the field is critical to enhancing public safety and confidence in our entire organization within the community.
- Prevention and Safety have also brought to the District enhanced tools to improve customer accessibility and convenience. The new Bluebeam software provides efficiency to our partners in the county and town development staffs as well as making our valuable time more productive and streamlined. This small upgrade to our software makes a terribly large and time consuming process much easier to conduct and track through the development and reporting process.

Planning

- Planning is still a gap requiring a fair amount of time filling the void. Senior staff provides a lot of input and support to complete the guidance. Jim Long and Heather D'Amico have picked up a great deal of the work load for day to day items.

- Jim long has provided a great deal of time and energy into keeping maps and development projects updated. Jim also has provided a great deal of support to the group updating our Standards of Response Coverage for our next generation of accreditation, while simultaneously supporting the past history and performance data to our current accreditation compliance report.

Logistics

Warehouse

- Hose testing was the big time consuming task for warehouse personnel in January. It took a great deal of time from the normal work day to get 100% of the hose in the district tested. This task could not have been completed with a lot of coordination and effort by members from Training, Fleet, Operations, Finance and Warehouse personnel. Thanks to all who contributed and performed to keep us on track despite our estimated workload being well short of the actual inventory.
- Trend analysis is ongoing as we adjust our inventory and stocking systems including the electronic inventory system we are implementing currently. Use of light duty personnel and student interns are largely responsible for this project. This particular project has been a great experience for the students as they are able to provide consistency and supervision to meet our goals and objectives.

Fleet

- Fleet and Finance have joined forces to investigate options to providing vehicles that are sufficient and cost effective to acquire and operate. The Board will review and determine whether the district should move forward in a leasing based program that assists us in containing costs while providing safer and more reliable vehicles for support staff personnel. While vehicles have been looked at many times in the recent past, we are a very mobile workforce realistically dependent on our vehicles as a tool to complete our work. This program assists us in providing better cost efficiency while still keeping the tools available to staff members constantly on the move.
- Fleet has also been deeply engaged in the search for a replacement EVT to fill the position vacated by Mike Bailey when he retired. The first attempt to fill the position resulted in candidates not well suited to the specific work we conduct here in the District.

Facilities

- Facilities continue to challenge the district. Supervision and coordination is difficult with the number of facilities in our inventory and the 24 hour operational needs. We are dealing with some backlogs and substandard work as a result of

economics and limited funding. We are trying to rectify both problems with the funding available and making the funding we do have stretch as far as possible in the right places. The new budget will give us a chance to potentially catch up and get back on track. This is one of the most important areas of our operation as we move forward.

Technology

- Technology is moving forward now that the critical infrastructure items have been delivered. At the writing of this document, we had two sites receive all the new equipment and go on line. While there are several additional sites yet to go in the process, we are looking forward to the improvements in stability and reliability on which we can begin to build into the future.
- The IT Manager position replacement is picking up the pace as we have changed our strategy in selection. We have really narrowed down our search parameters to find the right person for the task to build upon the foundation we have started to put in place with the help of a consulting group. All the "nice to have" and generalist tasks are being looked at differently as we narrow down the process.
- Our radio infrastructure upgrade project is also moving forward rapidly now that the FCC has weighed in and given authorization to move with the frequency package we were able to put in place. Jim Long, again has done a tremendous job keeping this program tracking the very best he could given the challenges we have encountered. Jim met personally with Chief Joseph DeWolf from Sonoita-Elgin Fire District to discuss, and ultimately gain approval for, use of the same frequency used by SEFD. We are beginning now to move equipment into the sites that will ultimately become the new home of each piece.

GOALS:

- Continue to provide strong support to IT staff until a manager is identified.
- Provide leadership in producing a detailed and valid budget proposal for all reporting sections in Support Services.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-11

6.A.3

Meeting: 02/23/16 06:00 PM

Department: Operations

Category: Assistant Chief/Director's Report

Prepared By: Brad Bradley

Initiator: Brad Bradley

Sponsors:

DOC ID: 2131

OPERATIONAL SERVICES REPORT Assistant Fire Chief Brad Bradley February, 2016

ACTIVITIES:

January was spent coordinating personnel, responsibilities, and activities within Operational Services. As is normally reported, work continues on the following primary operational initiatives:

- *Continued reviews within operational services towards completion of 2014-16 strategic plan goals #1 and #5.*

Staff is still awaiting the rewrite of the District's Standards of Cover (SOC) to be finalized so that further decisions pertaining to special operations, as well as other aspects of our operational deployment model can be made.

Final determinations were made on the District's Wildland Program for the 2016 season. The program will continue in its current format of supporting personnel on IMT assignments, Engine deployment throughout the region with extra-regional deployment on a case by case basis, cooperative Engine staffing with Golder Ranch Fire District, as well as providing for state land dispatch services as well as other areas associated with personnel development and program succession.

- *The review and revision of all standard operating guidelines (SOG's).*

This objective is approximately 40% complete. A presentation on progress so far to include a review of specific SOG's will be provided to the Leadership Team at its next regularly scheduled meeting in March.

- *Continued review and development of CFAI (accreditation) performance measures and establishment of monthly performance reporting procedures for all operations managers.*

Performance reporting for all managers within operations is now in place through the First Watch reporting system. This will be an item of further discussion and refinement at the next regularly scheduled operations meeting in February. This has been a longstanding item which was delayed due to technical complications.

In addition to these primary operational initiatives, efforts are ongoing in the following strategically important areas during December as well:

- Captain Selection Testing - Comprehensive feedback packets for those candidates who were not successful in the last process have been created and

are being provided to the candidates, their Captains, as well as their assigned Battalion Chief. Meetings with these personnel are ongoing (nearly 60% complete) and are intended to provide transparent feedback from the assessors themselves. In addition, engage and invest the Captain's and BC's in the development and succession of our personnel to a much higher degree than ever before.

- Paramedic Training Process (PTP) - Staff are preparing selection testing to establish an eligibility list for future Paramedic Certification Training Programs. Unfortunately, staff was notified of a recent program offering too late for a process to be established to place personnel into this program; however, we remain committed to fund at least ten (1) personnel per fiscal year to be trained as Paramedics.
- Staffing- The selection and hiring process to fill most (12 of 13) existing vacancies was completed in November and is discussed below. The next scheduled retirements will occur at or near the conclusion of the fiscal year; there is one (1) scheduled to retire in April and two (2) personnel are scheduled to retire in June and July respectively. One (1) person that was expected to be lost to an out of state employment opportunity has chosen to stay at NWFD. We are down at least five (5) members for an extended period of time due to injury.
- Communications / Dispatch - More detail on this effort is provided in Assistant Chief Emans monthly report as well as the report from Division Chief Duncan. That said, Captain Mike Rollman has provided presentations from staff and has received approval for the implementation of several new initiatives at the communications center to include the Pulse Point and Broadcastify systems.
- Ambulance Transportation - District staff submitted the District's application to renew our certificate of need (CON) with ADHS. The application included a response time compliance analysis as well as the District's ambulance revenue and cost report (ARCR). The following are the final analysis of our response time compliance for 2015:

Current ADHS Requirements

Ten (10) minutes on 90% of all ambulance calls

Fifteen (15) minutes on 99% of all ambulance calls

Actual Results for 2015 (7 months)

Ten (10) minutes on 93% of all ambulance calls

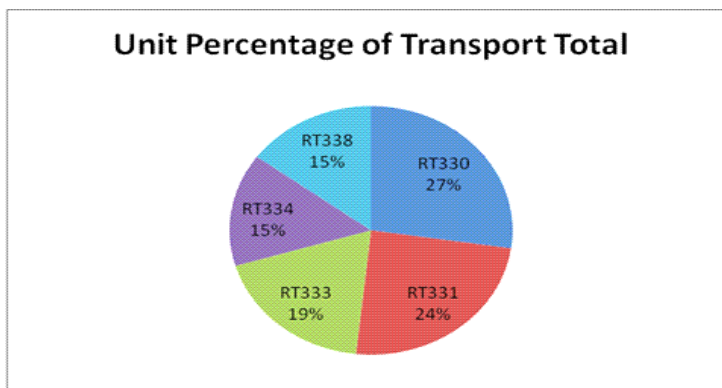
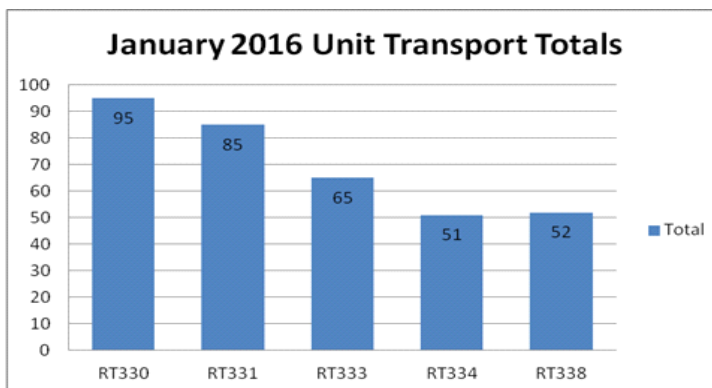
Fifteen (15) minutes on 98.6% of all ambulance calls

ADHS allows 1.5% deviation relative to measuring compliance. So, while the District was .4% short on achieving the 99th percentile, we are within the allowable deviance and therefore are compliant with the requirements of ADHS

resulting in our CON application having been approved and our CON renewed in January 2016 for a three (3) year period.

Efforts continue to be made to decrease turn-around times at the hospital to expedite units coming back into service, as a priority. Part of this effort includes researching opportunities for remote medication replacement as replacement in the hospitals has been determined to be a major contributor to delays in returning to service. Changes in ePCR reporting at the emergency departments (ED's) have also been made to assist in expediting return to service as well, as well as the relocation of RT336 to station 38 to decrease overall response times.

The transport totals for January 2016, as well as individual unit response percentage data is as follows:



Intermedix has completed billing for all transports performed to date and associated revenues are actively being deposited into the District's identified account under the direct management of the District's Finance Division.

- Budget - The Operations Personnel budget continues to experience much higher than normal utilization given previously discussed staffing shortfalls. This should

begin to be somewhat remedied with the graduation of Academy 16-01 and the numbers of newly promoted Paramedics; however, given the number of personnel out on extended leave due to injury, as well as those being lost through normal attrition, any decrease in utilization of OT to maintain minimum staffing levels will be somewhat muted.

The following are the combined percentages of the hourly and unscheduled OT budgets that have been utilized from July 1st through February 1st, as well as the combined percentage remaining in the FY:

Combined Percentages				% of Year - % Spent
Remaining	Diff	Spent	Of Year	
91.03%	8.97%	8.97%	8.33%	-0.64%
81.54%	9.49%	18.46%	16.67%	-1.79%
71.91%	9.63%	28.09%	25.00%	-3.09%
61.48%	10.43%	38.52%	33.33%	-5.19%
51.59%	9.88%	48.41%	41.67%	-6.74%
37.74%	13.86%	62.26%	50.00%	-12.26%
27.49%	10.25%	72.51%	58.33%	-14.18%

January began the budgeting season for FY16-17. Operational Services staff have submitted their Capital Asset requests for further review and determination over the coming months. In addition to the CIP process, staff has also begun development of the zero-based budget for Operational Services and its numerous Divisions and Sections. These will be refined over the month of February and are scheduled to be presented to the Board in March.

Finance and Operations staff met with the accounting firm who developed the District's staffing calculator. Modifications are being made to the calculator in order to not only determine an authorized force strength, but the development and staffing of a rover pool which was not a feature of the initial tool. Once this is completed, staff will utilize this tool to determine the personnel needs of Operations for FY 16-17 and will include this as part of the budget presentation in March.

GOALS:

Save lives, protect property, and care for our community

MEDICAL SERVICES (EMS & DISPATCH) BOARD REPORT
Division Chief Mike Duncan
February, 2016

ACTIVITIES:

EMS

- Continued to work with Intermedix on implementing/optimizing the billing system
- Medical Leadership meeting with Drs. Spaite and Gaither, Anne Getty, Chiefs Brandt, Bradley, and Duncan
- Provided EMS training to the academy
- Submitted CON renewal
- Attended State level EMS meetings
- Attended the AFDA conference and participated in a round table discussion on Data for the AZ fire service.
- Met with Zoll researchers, at our offices, and then got them out to the stations to meet with a couple crews regarding their TBI dashboard.
- Participated in a filming session with DHS to be used at the upcoming "CPR University" conference in Phoenix later this year.

Communications/Dispatch

- PCWIN- Captain Rollman continues to lead the effort on integrating the PCWIN system into our communication system. This effort involves both technological and dispatch challenges.
- A SAFERC communications consortium meeting was held during January.
- PulsePoint - We are working through the possibility of implementing PulsePoint for the city and county agencies. PulsePoint is a cell phone app that alerts users of an event like a cardiac arrest which could improve early by-stander CPR and improve save rates in the district.
- Broadcastify - We are working on establishing the broadcasting of our radio transmissions on Broadcastify. This would allow crews easy access to recording of their radio traffic and allow the monitoring of radio traffic when out of the area. This technology is similar to a scanner, but through a cell phone app.
- Captain Rollman delivered a class on fire ground operations to a new class of dispatchers.

OPERATIONS (RESPONSE AND TRAINING) BOARD REPORT

Division Chief Gary West

February, 2016

ACTIVITIES:

Administrative

- DC's Resnick and Hamblen attended a quarterly TEP Operations meeting at Fire Central with Scott Hamblen. These meetings, attended by several area fire agencies, provide a forum for education and training regarding electrical hazards and an opportunity to share lessons learned. We will be part of future drill opportunities with TEP and Trico Electric.
- Continued Captain Test Reviews and which should be completely wrapped up by mid-February.
- Continued work on the Community Risk Assessment and the Standards of Cover documents, both groups working on these projects met in January, still tracking toward completion of initial draft of each of these documents by sometime in late April. Both documents should be ready for presentation and acceptance at the July board meeting.

Response

- 1/1/16: Station 36 units, EN337, EN339, EN334, BC332 and EC331 responded to a house fire reported at 12201 W. Moore Road. The first arriving engine reported the structure to be about 75% involved and initiated a defensive operation. All occupants escaped safely.
- 1/09/16: Station 36 units, EN334, EN333, HZ333, BC332, EC331, and PM121 responded to a burn patient that was the result of a small explosion at a drug lab on Sandario Road north of Grier Road. The patient was transferred to a medivac helicopter and was flown to Maricopa Burn Center in Phoenix. Hazmat team members helped secure the scene and assisted MPD with access to the building containing potential drug lab equipment and supplies.
- 1/19/2016: Station 34, along with EN342, responded to WB I-10 between Cortaro/Twin Peaks Road after a box-style moving truck overturned. The driver was treated at the scene for minor injuries and released without the need for transport. The freeway remained closed for several hours.
- 1/20/2016: Station 31 units, along with BC331 and EC331, responded to La Cholla/Wetmore (south of the intersection) for a car that struck a power pole and came to rest in a chain link fence. After the car struck the fence and stopped

rolling, a fire erupted in the rear of the vehicle. EN331 arrived within minutes, and effected a rescue from the car while at the same time, deploying a hose line to extinguish the fire. The unresponsive driver was treated at the scene for a medical condition, and then subsequently released to his wife. PCSO had determined that the cause of the crash was the medical emergency that the driver experienced. No other cars were involved. TEP arrived at the scene and secured the cables that were damaged in the incident. La Cholla was closed for about an hour during the operation.

- 1/24/2016: Station 36 was the first due unit to a full-alarm working mobile home fire in the 13000 block of North Galleno Ave. 4 of the 5 residents were home at the time of the fire and were able to escape along with their 6 dogs and turtles without injuries. The house did NOT have any working smoke detectors at the time of the fire. Investigators continue their efforts to determine the cause of the fire and to determine the damage estimates.

Training

- Recruit Class 2016-01 including 12 recruits kicked off on January 4th and has been doing well.
- Training Staff is largely consumed with Academy Instruction
- The Training Center hosted the monthly Marana Chamber of Commerce Meeting
- Hosted the regularly scheduled Motorcycle Safety courses.
- Hosted Pima Regional Haz Mat Drills
- Hosted Haz Mat Technician class
- Hosted January monthly Governing Board Meeting
- Continued to accommodate pump testing for internal and external apparatus
- NWFD hosted several internal meetings for multiple divisions
- NWFD Training was used by on-duty crews for physical training and various fire based training evolutions
- Annual hose testing was completed by a third party vendor at the Training Center
- AGTS Supervisor academy continues every Wednesday
- Marana Police Department Citizens Academy started up again and is here on Wednesday nights
- NWFD Training Center accounted for 359.5 hours of scheduled use this month with 6,871 projected participant hours.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-12

6.A.4

Meeting: 02/23/16 06:00 PM

Department: Prevention and Safety Division

Category: Chief's Board Report

Prepared By: Donald P. Garcia

Initiator: Donald P. Garcia

Sponsors:

DOC ID: 2132 A

PREVENTION AND SAFETY DIVISION FIRE MARSHAL REPORT

Fire Marshal Donald P. Garcia

February, 2016

We continue to evaluate, coordinate and direct all activities related to inspections, plan reviews, public education, training, strategic planning, and community partnerships.

Lead Fire Inspector Rich Severson is responsible for all Inspections which includes new construction and "Own Your Zone" with some supervisory responsibilities and internal training specifically for the new trainees. The Inspector Recruits are completing their training on apartment complexes, low hazard business and mercantile occupancies. They are making great progress.

Lead Fire Inspector Robinson continues to gain experience in plan review and also maintains the additional responsibility as our FireHouse RMS Manager for the Division. In addition Inspector Robinson part of the annexation team and continues assist in expanding our District. He is currently enrolled in the Supervisory Academy through AGTS and is scheduled to graduate after three more classes.

Fire Plans Examiner Bob Camps is tasked with the development and implementation of electronic plan review process along with the submittal checklists that will assist the customer with pre-loaded requirements for all plans. We are currently beta testing our electronic plan review process with the software Blue Beam. We have established an email planreview@northwestfire.org <<mailto:planreview@northwestfire.org>> for all electronic submittals.

Deputy Fire Marshal Pratt is scheduled to retire on February 29, 2016. He has truly been an asset to the District and Public Safety for over 35 years. His hard work and contributions will continue to provide firefighter safety for years to come.

We have completed a draft SOP for Stop Work Orders. The purpose is to establish a procedure for issuing a Sop Work Order in accordance with the International Fire Code for buildings or premises that are in violation and present a distinct hazard. It is currently under review with Thomas Benavidez.

The 2015 -2016 school year has begun. Or Fire Inspectors started providing our public education / fire safety classes to the following grades:

Grade	Number of Classes	Number of Students
Kindergarten:	29	980
2nd Grade:	53	1487
4th Grade:	22	759

The Fire Investigation Team led by Lisa Douglas developed and implemented an electronic, fillable Fire Investigation Report Template to standardize our fire investigation reports with the continued focus of streamlining our processes while improving efficiency, communication and accountability.,

Jim Long and Prevention partnered to develop an interactive project develop map. The primary purpose of this map is to identify and communicate development projects within the District that are either currently under review, in the construction phase or recently completed where a Certificate of Occupancy has been issued. The map also identifies the Fire Inspector Zones and which Fire Inspector is responsible for a particular project and/or zone. The map is ready for distribution. We will need to coordinate training through Target Solutions in February.

We have partnered with the Arizona Center for Fire Service Excellence and the Arizona State Fire Training Committee to host National Fire Academy Classes at the Northwest Fire District Training Center. We were awarded one (1) 6-day course, titled Fire and Life Safety Plan Review which is scheduled for February 29, 2016 through March 5, 2016 and one (1), 2-day course, titled Residential Sprinkler Plan Review scheduled for April 4-5, 2016.

The six (6) day course is and the two (2) day course are both full.

We are still researching the possibility of implementing a web-based service for tracking and collecting annual fire protection contractor's inspection reports for all safety systems through "The Compliance Engine" It is a proactive, efficient process to review reports, notify customers, track deficiencies and ensures compliance.

On June 23, 2015, we were awarded \$15,000 for fire hydrants in the Flowing Wells area through a federal Community Development Block Grant (CDBG). Lead Fire Inspector Rich Severson and Jim Long and I met with Jim Gresham and identified three locations for new hydrants. We requested an updated quotation from Flowing Wells.

We continue to provide Fire Prevention and Safety services including on the job training and oversight for Mountain Vista Fire District and Fire Inspector Brad White. Seamless services include the following:

- New development/construction-related plan review
- Alterations of building or tenant improvement plan review
- Fire inspections related to new developments and tenant improvements
- Special events (pyrotechnics, tents) plan review and inspections
- Annual occupancy fire inspections required by the State of Arizona (assisted living, hospitals, day cares, schools etc.)

PREVENTION AND SAFETY STATISTICS

Activity	Marana	Pima	MVFD	January Total 2016	2016 YTD
Inspections	94	121	0	215	215
Re-Inspections	18	35	0	53	53
Construction Inspections	46	27	9	82	82
Plan Review	49	18	4	71	71
Fire Investigations	0	2	0	2	2
Car Seat Inspections	11	0	0	11	11

I also attended the following meetings:

- Executive Staff (2)
- Fire District Board Meeting
- General Staff
- Accreditation 101
- Internal Division Meeting (Daily)
- Support Services Meeting (2)
- IT Meeting
- Arizona Fire Marshal Association
- Phoenix Fire Department Coffee Forum

GOALS FOR MARCH INCLUDE;

- Complete Fire Code Standard Detail Sheets for contractors and place on web site.
- Complete Accreditation Information



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-13

6.A.5

Meeting: 02/23/16 06:00 PM

Department: Fire Chief

Category: Chief's Board Report

Prepared By: Trina Motto

Initiator: MinuteTraq Admin

Sponsors:

DOC ID: 2135

COMMUNITY AFFAIRS REPORT

Manager, Trina Motto

February (January 13 - February 10), 2016

ACTIVITIES:

- Managed the PIO transition process: Captain Adam Goldberg has stepped down as NWFD's primary PIO; Captain Brian Keeley has been temporary assigned to the Office of Community Affairs to assist in PIO capacity; completed media and dispatch tours; local partner PIO introductions and announcements; conducted training
- Created a new platform for internal employee news on BackOffice along with an automated weekly feed of recent posts to be disseminated to employees; created internal stories of interest to staff
- Managed safety message placement for upcoming local, annual publication; coordinated with GRFD on joint messaging for focus on cardiac education opportunities
- Cultivation and outreach to stakeholders for upcoming organizational programs requiring public input
- Attended professional development opportunities: Project Management Course and Writing to Influence webinar
- Consulted with colleagues on organizational projects requiring editorial or design/layout input
- Continued to partner with IT's James DeVoy in managing and updating NWFD's BackOffice to include Chief Brandt's "Looking forward" letter and staff feedback page
- Updated the NWFD website and social media platforms with significant adjustments to the administration directory, job posting information, and 'behind the scenes' content
- Managed the coordination of Official Staff Photo session opportunities to take place February 23, 24, and 25
- Coordinated with IT's James DeVoy on Office 365 applications training and deployment timelines
- Involved with internal and external recognitions including partner award presentations, pinnings, retirements, and citizen awards nominations and staff recognitions for community events to celebrate our victories
- Coordinated NWFD's representation at various community events in conjunction with Administration, Support Services and Operations (*i.e. PCC Signing Day, Heritage Festival, Senior Center Events, upcoming community events*)

- Attended internal meetings and events as required or requested; inclusive of morning check-ins, Executive, Leadership, & General Staff, Communications and various internal meetings (*Mountain Vista Fire Chief swearing in ceremony, Northwest Hospital Community Leadership Group, Town of Marana communications meeting, etc...*)
- Met with neighboring Districts, agencies, organizations and municipalities to promote information and resource sharing in line with cooperative teaming plans (*i.e. Mountain Vista Fire, Town of Marana, Golder Ranch Fire, Northwest Hospital*)
- Managed public safety messaging and press for the following:
 - o 2/9/2016: NWFD units arrived to a full-alarm working house fire the 6000 block of Desert Foothills. The homeowner was alerted to the fire by the sound of explosions from his carport and garage area. He attempted to extinguish the fire with a garden hose, but the flames were too intense and he abandoned his efforts, having suffered minor burns. The fire was brought under control within 13 minutes of the first arriving units.
 - o 2/5/2016: The Arizona Daily Star on-line version posted a video from a NWFD Facebook post featuring a recruit from our current transitional academy climbing 100' up LD338.
 - o 2/1/2016: KOLD and KMSB (11/13) morning shows had a story that featured an in-depth story into Fire Chief Horvath and the Mountain Vista Fire District. Within the story, the history of Chief Horvath's employment with the Northwest Fire District and a quote from Fire Chief Brandt was aired.
 - o 1/24/2016: Station 36 was the first due unit to a full-alarm working mobile home fire in the 13000 block of North Galleno Ave. Four of the five residents were home at the time of the fire and were able to escape without injury (along with their 6 dogs and turtles). Investigators continue their efforts to determine the cause of the fire and to determine the damage estimates.
 - o 1/21/2016: Station 37 was the first due unit to a medical full alarm after a multi-vehicle collision on Tangerine Road just east of Dove Mountain Blvd. A total of 4 patients that were transported to Banner UMC with injuries. One patient was considered serious and the remaining were considered stable.
 - o 1/20/2016: Units responded to La Cholla/Wetmore for a car that struck a power pole and came to rest in a chain link fence. After the car struck the fence and stopped rolling, a fire erupted in the rear of the vehicle. EN331 arrived within minutes and completed a rescue from the car while at the

same time, deploying a hose line to extinguish the fire. The unresponsive driver was treated at the scene for a medical condition. No other cars were involved. La Cholla was closed for about an hour during the operation.

- o 1/19/2016: Station 34, along with EN342, responded to WB I-10 between Cortaro/Twin Peaks Road after a box-style moving truck overturned. The driver was treated at the scene for minor injuries and released without the need for transport. The freeway remained closed for several hours.

GOALS:

- Continued Capt. Keeley's PIO training, document program parameters
- Finalize 2016-2017 Community Affairs budget for zero-based budgeting process
- Contribute to NWFD's Admin Intern's experience with public administration through a view into the role Community Affairs plays
- Finalize next phase of 365 training in partnership with IT to be offered across the organization
- Partner with IT and the Awards Committee on process improvement and streamlining for 2016 awards
- Continue stakeholder cultivation for upcoming organizational programs
- Attend professional development opportunities: continued Social Media training
- Continue development of communications projects including: graphic standards and mission, vision, & values posters
- Coordinate with Division and Department heads to facilitate Strategic Plan Goal #2 and #3 objectives
- Update Digital Imaging Policy update with HR, Ops
- Promote seasonal, proactive and medical safety messaging for general public and associated event attendees
- Work with Divisions on addressing urgent internal/external messaging projects



Governing Board

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SCHEDULED

FIRE CHIEF'S REPORT 2016-14

6.A.6

Meeting: 02/23/16 06:00 PM
Department: Human Resources
Category: Chief's Board Report
Prepared By: Patricia Aguilar

Initiator: Patricia Aguilar
Sponsors:

DOC ID: 2134

HUMAN RESOURCES REPORT DECEMBER 2015 for JANUARY 2016

ACTIVITIES:

- Human Resources Staff attending AGTS Supervisory Training Academy for 16 weeks. Completion date in February 2016. Meet weekly on Wednesday at NWFD Training Center for an 8 hour session
- Work with District physician and injured workers on return-to-work
- Work on Request for Qualifications for a Recruiting firm regarding the Information Technology Manager position
- 2nd Recruitment for Emergency Vehicle Technician I
- District records destruction per State schedule
- Work with Labor on District Personnel Holiday Policy
- Post Open Enrollment review
- Weekly conference call with District insurance broker
- Meet with Benefit Commerce Group and Blue Cross Blue Shield teams RE: Trend Neutralizer Program. This program provides insurance premium credits based on employee participation in District wellness programs, i.e. annual physicals, health screenings, etc.
- Attended Wellness Council of Arizona Annual Meeting Award Luncheon
- Prepared OSHA report
- Prevention and Safety plans prepared for destruction
- Intern book prepared and internship begins for 13 weeks
- Discuss retirement with employee
- Finalized benefits with academy recruits
- Beginning planning stages of annual physicals transition from Operations to Human Resources
- Meetings: Human Resources Staff, Governing Board, Executive, and Pension Board

SHORT AND LONG TERM GOALS FOR 2015:

- Full implementation of digital signature program with establishing a policy
- Recruitment for Administrative and Operational support positions
- Monitor of Valley Schools Employee Benefit Trust paying of NWFD employee claims, reviewing monthly/quarterly reports, and return of District reserve
- Human Resources Annual Audit of Personnel Files
- Update District Personnel Policies and create Procedures
- Document Destruction per State of Arizona guidelines
- Research options for a stand-alone Human Resource Information System



Governing Board

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SCHEDULED

FIRE CHIEF'S REPORT 2016-15

6.A.7

Meeting: 02/23/16 06:00 PM

Department: Logistics

Category: Battalion Chief Report

Prepared By: Dugger Hughes

Initiator: Dugger Hughes

Sponsors:

DOC ID: 2126

LOGISTICS BOARD REPORT Battalion Chief Hughes February, 2016

ACTIVITIES:

The first of the calendar year brought with it some unique challenges to the Logistics Division, as the District's Building Maintenance Worker was gone on Personal Time for the entire month. Luckily, we were able to utilize "Light Duty" Operations personnel to offset some of the work during his absence.

Facilities:

- Final submittals were received from the electrical contractor for the Station 331 generator. These were submitted to the Architectural firm for final approval.
- Station 337 was reconfigured to allow for a second washing machine which provides a safe way to separate personal clothing to help with contamination issues.
- A grant was submitted for two exhaust removal systems to be placed at Stations 335 and 337. Both of these facilities do not have good exhaust removal systems at this time.
- Significant work was accomplished on the generators at Stations 335 and 336.
- The CSC pavement issues were identified, and reviewed internally and with outside contractors.
- A significant plumbing repair was completed at Station 331, with a new dishwasher being installed, as well.

Personal Protective Equipment:

- PPE was issued to the new Academy.
- Hose testing was completed. A total of 63,000 feet of hose was tested, with approximately 4,100 feet of hose failing.
- 37 sets of Turn-Outs were inspected, repaired, and cleaned.
- Communications with our Helmet supplier continue, as we review cracking issues with them.
- A total of 107 work orders were created for the month.

Warehouse:

- The warehouse processed 36 EMS supply orders and 144 Oxygen cylinders for the month.
- 51 In-house Uniform orders were processed.
- 36 Special Uniform orders were processed.

- There were an additional 56 orders completed during the month.
- Courier services continued on their regular schedule.

Fleet:

- Fleet completed 55 work orders for the month, with 10 of those being scheduled, and 45 being unscheduled.
- The inventory system implementation continues. Almost all of this work is being completed by a volunteer, and the San Miguel students.
- District vehicles compiled 67,188 miles for the month. Average miles per gallon was 12.76.
- Both Ambulances and the Engine that we have ordered are all in the construction process, and on schedule.



Governing Board

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SCHEDULED

FIRE CHIEF'S REPORT 2016-16

6.A.8

Meeting: 02/23/16 06:00 PM

Department: Finance

Category: Chief's Board Report

Prepared By: Dave Gephart

Initiator: Dave Gephart

Sponsors:

DOC ID: 2133

FINANCE REPORT

Finance Director David Gephart

February, 2016

ACTIVITIES:

- Continued to process payroll and vendor payments
- Continued to work on ambulance billing setup
- Worked on budget development and plan for upcoming budget season
- Met with Mark Reader to discuss upcoming bond issuance and refunding potentials
- Met with Enterprise Fleet Management representative
- Met with ADP sales representative to discuss services they might be able to assist the District in providing

GOALS:

- Continue to process payroll and vendor payments
- Continue work on transitioning to new Purchasing Card environment
- Continue working toward a seamless billings process for Ambulance revenue
- Continue participation in Leadership Team processes
- Continue work on budget development and preparation



Governing Board

5225 West Massingale Rd.
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SCHEDULED

FINANCIAL REPORTS 2016-2

Meeting: 02/23/16 06:00 PM

Department: Finance

Category: Financial Report

Prepared By: Phyllis Schumacher

Initiator: Phyllis Schumacher

Sponsors:

DOC ID: 2129

ATTACHMENTS:

- Dec 2015 Monthly Board Rept Fund Balance (PDF)
- Dec 2015 Monthly Budget Report (PDF)
- Dec 2015 Monthly Board Report-Pooled Cash Report (PDF)
- Dec 2015 Comparison Revenue Received Current Year-Prior Year (PDF)
- Dec 2015 Monthly Check Report (PDF)



NORTHWEST FIRE DISTRICT AZ

Monthly Board Rept Fund Balance

As Of 12/31/2015

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - GENERAL FUND	0.00	21,551,066.80	13,823,649.25	7,727,417.55
110 - MEDICAL SELF INSURANCE	0.00	4,410,024.00	2,142,935.59	2,267,088.41
200 - WILDLAND FUND	0.00	632,212.10	215,457.46	416,754.64
250 - AMBULANCE FUND	0.00	0.00	239,386.84	-239,386.84
400 - CAPITAL PROJECTS	0.00	2,118,792.03	1,154,634.38	964,157.65
410 - CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00
450 - CAPITAL RESERVE	0.00	2,093,618.00	0.00	2,093,618.00
480 - GRANT PROGRAM	0.00	1,527,654.09	428,678.31	1,098,975.78
500 - GO DEBT SERVICE	0.00	2,652,103.00	1,401,246.85	1,250,856.15
800 - GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00
999 - POOLED CASH	0.00	0.00	0.00	0.00
Report Total:	0.00	34,985,470.02	19,405,988.68	15,579,481.34

Attachment: Dec 2015 Monthly Board Rept Fund Balance (FR-2016-2 : Financial Reports)



NORTHWEST FIRE DISTRICT AZ

Monthly Budget Report

Account Summa

For Fiscal: 2015-2016 Period Ending: 12/31/20

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Fund: 100 - GENERAL FUND							
Revenue							
FinancialRpt: 2 - Community Safety							
Department: 2100 - PREVENTION & SAFETY							
100-2100-42330-000	Prevention Service Fees	0.00	0.00	275.00	4,755.20	4,755.20	0.00
100-2100-42335-000	Prevention Review Fees	110,000.00	110,000.00	20,863.00	136,023.88	26,023.88	123.00
Department: 2100 - PREVENTION & SAFETY Total:		110,000.00	110,000.00	21,138.00	140,779.08	30,779.08	27.00
Department: 2300 - BEHAVIORAL HLTH/COMM SVC							
100-2300-45000-000	Donations & Contributions	0.00	0.00	30.00	245.00	245.00	0.00
Department: 2300 - BEHAVIORAL HLTH/COMM SVC Total:		0.00	0.00	30.00	245.00	245.00	0.00
FinancialRpt: 2 - Community Safety Total:		110,000.00	110,000.00	21,168.00	141,024.08	31,024.08	28.00
FinancialRpt: 3 - Operational							
Department: 3100 - TRAINING							
100-3100-42700-000	Facility Use Revenue	15,000.00	15,000.00	1,340.00	8,160.00	-6,840.00	45.00
100-3100-44100-000	Training Revenue	0.00	0.00	0.00	2,822.50	2,822.50	0.00
100-3100-44150-000	Mobile Burn Simulator Revenue	9,000.00	9,000.00	0.00	0.00	-9,000.00	100.00
Department: 3100 - TRAINING Total:		24,000.00	24,000.00	1,340.00	10,982.50	-13,017.50	54.00
Department: 3400 - EMS							
100-3400-42350-000	EMS Standby Revenue	0.00	0.00	0.00	3,920.74	3,920.74	0.00
100-3400-42355-000	EMS Ride-A-Long Fees	0.00	0.00	226.80	1,360.80	1,360.80	0.00
Department: 3400 - EMS Total:		0.00	0.00	226.80	5,281.54	5,281.54	0.00
FinancialRpt: 3 - Operational Total:		24,000.00	24,000.00	1,566.80	16,264.04	-7,735.96	32.00
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
100-9000-40000-000	Beginning Fund Balance	7,500,000.00	7,500,000.00	0.00	6,396,199.43	-1,103,800.57	14.00
100-9000-41100-000	Property Taxes-CY	25,924,140.00	25,924,140.00	947,242.73	13,808,797.75	-12,115,342.25	46.00
100-9000-41150-000	Property Taxes-PY	350,000.00	350,000.00	4,402.40	426,877.21	76,877.21	121.00
100-9000-41200-000	FDAT-CY	390,000.00	390,000.00	17,474.99	213,132.68	-176,867.32	45.00
100-9000-41250-000	FDAT-PY	0.00	0.00	519.40	8,074.96	8,074.96	0.00
100-9000-42310-000	Fire Protection Fees	10,000.00	10,000.00	0.00	6,661.64	-3,338.36	33.00
100-9000-42360-000	Technology Maint Revenue	27,000.00	27,000.00	2,524.54	11,547.24	-15,452.76	57.00
100-9000-42390-000	Dispatch Revenue	850,000.00	850,000.00	59,898.15	304,283.08	-545,716.92	64.00
100-9000-42600-000	Rents And Leases	0.00	0.00	7,500.00	35,250.00	35,250.00	0.00
100-9000-43100-000	Investment Revenue	50,000.00	50,000.00	5,500.56	29,494.45	-20,505.55	41.00
100-9000-46000-000	Miscellaneous Revenue	2,500.00	2,500.00	30.85	421.96	-2,078.04	83.00
100-9000-46100-000	State Insurance Program	275,000.00	275,000.00	32,585.01	153,038.28	-121,961.72	44.00
Department: 9000 - NON-DEPARTMENTAL Total:		35,378,640.00	35,378,640.00	1,077,678.63	21,393,778.68	-13,984,861.32	39.00
FinancialRpt: 9 - Undesignated Total:		35,378,640.00	35,378,640.00	1,077,678.63	21,393,778.68	-13,984,861.32	39.00
Revenue Total:		35,512,640.00	35,512,640.00	1,100,413.43	21,551,066.80	-13,961,573.20	39.00

Expense

FinancialRpt: 1 - Administrative Costs

Department: 1200 - FIRE CHIEF

100-1200-51110-000	Salaries	150,500.00	150,500.00	17,886.36	76,671.83	73,828.17	49.00
100-1200-51190-000	PTO Paid Out	2,634.00	2,634.00	0.00	0.00	2,634.00	100.00
100-1200-51195-000	PTO Reserve Fund	1,129.00	1,129.00	0.00	0.00	1,129.00	100.00
100-1200-51211-000	Medical Insurance	10,583.00	10,583.00	881.92	5,291.51	5,291.49	50.00
100-1200-51212-000	Dental Insurance	457.00	457.00	38.08	228.49	228.51	50.00
100-1200-51213-000	Vision Insurance	96.00	96.00	8.00	48.00	48.00	50.00
100-1200-51215-000	PSPRS-Cancer Insurance	200.00	200.00	0.00	50.00	150.00	75.00

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1200-51216-000	Life Insurance	55.00	55.00	4.80	28.80	26.20	47.0
100-1200-51218-000	STD Insurance	542.00	542.00	18.02	108.12	433.88	80.0
100-1200-51231-000	Medicare	2,237.00	2,237.00	259.11	1,110.20	1,126.80	50.0
100-1200-51250-000	PSPRS	30,958.00	30,958.00	5,119.08	21,938.91	9,019.09	29.0
100-1200-51270-000	Workers Compensation	7,646.00	7,646.00	0.00	1,605.86	6,040.14	79.0
100-1200-51280-000	Deferred Compensation	17,277.00	17,277.00	2,003.28	8,585.49	8,691.51	50.0
100-1200-51290-000	PEHP	1,505.00	1,505.00	0.00	381.92	1,123.08	74.0
100-1200-52110-000	Office Supplies	100.00	100.00	0.00	14.63	85.37	85.0
100-1200-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	1,250.00	1,550.00	-50.00	-3.0
100-1200-52170-000	Travel & Per Diem	3,000.00	3,000.00	34.72	3,037.88	-37.88	-1.0
100-1200-52177-000	Meals & Entertainment	2,000.00	2,000.00	112.38	606.35	1,393.65	69.0
100-1200-52180-000	Training	5,000.00	5,000.00	455.00	839.00	4,161.00	83.0
100-1200-52196-000	Employee Recognition	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-1200-52270-000	Organizational Development	3,500.00	3,500.00	0.00	0.00	3,500.00	100.0
100-1200-52310-000	Cell Phones & Pagers	2,200.00	2,200.00	87.51	1,013.70	1,186.30	53.0
Department: 1200 - FIRE CHIEF Total:		244,619.00	244,619.00	28,158.26	123,110.69	121,508.31	49.0

Department: 1220 - FIRE OPERATIONS - ADMIN

100-1220-51110-000	Salaries	245,500.00	245,500.00	30,178.08	119,303.47	126,196.53	51.0
100-1220-51190-000	PTO Paid Out	4,296.00	4,296.00	0.00	0.00	4,296.00	100.0
100-1220-51195-000	PTO Reserve Fund	1,841.00	1,841.00	0.00	0.00	1,841.00	100.0
100-1220-51211-000	Medical Insurance	21,166.00	21,166.00	1,763.83	10,582.99	10,583.01	50.0
100-1220-51212-000	Dental Insurance	914.00	914.00	76.17	457.01	456.99	50.0
100-1220-51213-000	Vision Insurance	192.00	192.00	16.00	96.00	96.00	50.0
100-1220-51215-000	PSPRS-Cancer Insurance	400.00	400.00	0.00	100.00	300.00	75.0
100-1220-51216-000	Life Insurance	110.00	110.00	9.60	57.60	52.40	47.0
100-1220-51218-000	STD Insurance	884.00	884.00	36.04	216.24	667.76	75.0
100-1220-51231-000	Medicare	3,649.00	3,649.00	427.86	1,668.37	1,980.63	54.0
100-1220-51250-000	PSPRS	50,499.00	50,499.00	6,207.65	24,534.25	25,964.75	51.0
100-1220-51270-000	Workers Compensation	13,327.00	13,327.00	0.00	2,434.33	10,892.67	81.0
100-1220-51290-000	PEHP	1,600.00	1,600.00	0.00	763.84	836.16	52.0
100-1220-52110-000	Office Supplies	100.00	100.00	108.59	108.59	-8.59	-8.0
100-1220-52139-000	Operational Equipment	200.00	200.00	0.00	0.00	200.00	100.0
100-1220-52140-000	Operational Supplies	200.00	200.00	0.00	0.00	200.00	100.0
100-1220-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	0.00	549.26	450.74	45.0
100-1220-52170-000	Travel & Per Diem	5,400.00	5,400.00	0.00	2,261.31	3,138.69	58.0
100-1220-52177-000	Meals & Entertainment	400.00	400.00	85.00	205.00	195.00	48.0
100-1220-52180-000	Training	2,200.00	2,200.00	0.00	1,175.70	1,024.30	46.0
100-1220-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	135.75	755.63	1,244.37	62.0
100-1220-52360-000	Television	1,000.00	1,000.00	66.18	397.08	602.92	60.0
Department: 1220 - FIRE OPERATIONS - ADMIN Total:		356,878.00	356,878.00	39,110.75	165,666.67	191,211.33	53.0

Department: 1230 - ADMINISTRATIVE SERVICES

100-1230-51120-000	Hourly	134,116.00	134,116.00	11,945.80	53,486.17	80,629.83	60.0
100-1230-51150-000	Overtime-Unscheduled	1,049.00	1,049.00	84.19	104.01	944.99	90.0
100-1230-51190-000	PTO Paid Out	7,061.00	7,061.00	0.00	13,269.78	-6,208.78	-87.0
100-1230-51195-000	PTO Reserve Fund	969.00	969.00	0.00	0.00	969.00	100.0
100-1230-51211-000	Medical Insurance	31,749.00	31,749.00	2,645.75	15,874.50	15,874.50	50.0
100-1230-51212-000	Dental Insurance	1,371.00	1,371.00	114.25	685.50	685.50	50.0
100-1230-51213-000	Vision Insurance	288.00	288.00	24.00	144.00	144.00	50.0
100-1230-51216-000	Life Insurance	165.00	165.00	14.40	81.60	83.40	50.0
100-1230-51218-000	STD Insurance	465.00	465.00	27.63	165.87	299.13	64.0
100-1230-51230-000	Social Security	8,212.00	8,212.00	1,011.28	4,620.98	3,591.02	43.0
100-1230-51231-000	Medicare	1,921.00	1,921.00	236.53	1,080.70	840.30	43.0
100-1230-51251-000	ASRS	15,285.00	15,285.00	1,379.84	6,144.07	9,140.93	59.0
100-1230-51270-000	Workers Compensation	515.00	515.00	0.00	138.65	376.35	73.0
100-1230-51290-000	PEHP	2,542.00	2,542.00	0.00	1,145.76	1,396.24	54.0
100-1230-52110-000	Office Supplies	3,500.00	3,500.00	93.08	805.64	2,694.36	76.0
100-1230-52112-000	Copier Supplies	2,500.00	2,500.00	178.56	906.90	1,593.10	63.0
100-1230-52115-000	Fees	3,600.00	3,600.00	90.00	460.00	3,140.00	87.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1230-52120-000	Printing & Duplicating	500.00	500.00	0.00	0.00	500.00	100.0
100-1230-52130-000	Computer Supplies	200.00	200.00	0.00	0.00	200.00	100.0
100-1230-52150-000	Postage & Mailings	8,982.00	8,982.00	108.70	6,282.48	2,699.52	30.0
100-1230-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	343.00	1,157.00	77.2
100-1230-52170-000	Travel & Per Diem	2,000.00	2,000.00	0.00	24.56	1,975.44	98.7
100-1230-52180-000	Training	2,100.00	2,100.00	0.00	1,826.00	274.00	13.0
100-1230-52195-000	Election Costs	48,000.00	48,000.00	0.00	0.00	48,000.00	100.0
100-1230-52198-000	Books & Periodicals	200.00	200.00	0.00	0.00	200.00	100.0
100-1230-52223-000	Consultants-General	5,000.00	5,000.00	2,000.00	14,500.00	-9,500.00	-190.0
100-1230-52227-000	Contract Labor	3,000.00	3,000.00	0.00	2,718.66	281.34	9.3
100-1230-52230-000	Engineering & Architectural	5,000.00	5,000.00	0.00	0.00	5,000.00	100.0
100-1230-52250-000	Legal Advertising	7,000.00	7,000.00	777.20	1,228.08	5,771.92	82.4
100-1230-52260-000	Legal	80,662.00	80,662.00	1,764.00	14,796.00	65,866.00	81.6
100-1230-52310-000	Cell Phones & Pagers	1,275.00	1,275.00	36.85	221.07	1,053.93	82.6
100-1230-52320-000	Electric	34,666.00	34,666.00	2,129.31	16,233.37	18,432.63	53.2
100-1230-52340-000	Refuse Removal	1,400.00	1,400.00	159.52	458.65	941.35	67.2
100-1230-52350-000	Telephone	17,322.00	17,322.00	1,435.74	8,605.59	8,716.41	50.3
100-1230-52370-000	Water & Sewer	800.00	800.00	31.58	310.17	489.83	61.2
100-1230-52410-000	Claim Settlement	2,000.00	2,000.00	231.78	-958.96	2,958.96	147.9
100-1230-52430-000	Gen. Liab. & Auto Insurance	170,000.00	170,000.00	0.00	105,449.00	64,551.00	37.9
100-1230-52540-000	Building Services	306.00	306.00	0.00	150.00	156.00	50.9
100-1230-52542-000	Janitorial Services	3,200.00	3,200.00	0.00	0.00	3,200.00	100.0
100-1230-52560-000	Equipment Services	500.00	500.00	0.00	0.00	500.00	100.0
100-1230-52620-000	Equipment Rental	10,400.00	10,400.00	1,590.95	6,429.57	3,970.43	38.2
Department: 1230 - ADMINISTRATIVE SERVICES Total:		621,321.00	621,321.00	28,110.94	277,731.37	343,589.63	55.3

Department: 1240 - HUMAN RESOURCES

100-1240-51110-000	Salaries	117,225.00	117,225.00	13,231.74	56,723.46	60,501.54	51.6
100-1240-51120-000	Hourly	136,415.00	136,415.00	17,639.08	71,931.69	64,483.31	47.2
100-1240-51150-000	Overtime-Unscheduled	6,500.00	6,500.00	824.77	2,570.69	3,929.31	60.4
100-1240-51190-000	PTO Paid Out	4,552.00	4,552.00	0.00	0.00	4,552.00	100.0
100-1240-51195-000	PTO Reserve Fund	1,951.00	1,951.00	0.00	0.00	1,951.00	100.0
100-1240-51211-000	Medical Insurance	42,332.00	42,332.00	3,527.67	21,166.01	21,165.99	50.0
100-1240-51212-000	Dental Insurance	1,828.00	1,828.00	152.33	913.99	914.01	50.0
100-1240-51213-000	Vision Insurance	384.00	384.00	32.00	192.00	192.00	50.0
100-1240-51216-000	Life Insurance	220.00	220.00	19.20	115.20	104.80	47.6
100-1240-51217-000	AD&D Insurance	11,000.00	11,000.00	0.00	5,388.51	5,611.49	51.0
100-1240-51218-000	STD Insurance	937.00	937.00	58.57	340.86	596.14	63.6
100-1240-51230-000	Social Security	15,920.00	15,920.00	1,770.58	7,707.95	8,212.05	51.5
100-1240-51231-000	Medicare	3,866.00	3,866.00	444.10	1,832.61	2,033.39	52.6
100-1240-51251-000	ASRS	30,771.00	30,771.00	3,635.48	15,044.22	15,726.78	51.1
100-1240-51270-000	Workers Compensation	1,617.00	1,617.00	0.00	222.22	1,394.78	86.2
100-1240-51290-000	PEHP	3,200.00	3,200.00	0.00	1,527.68	1,672.32	52.2
100-1240-52110-000	Office Supplies	2,000.00	2,000.00	116.08	1,305.31	694.69	34.7
100-1240-52110-015	Office Supplies	0.00	0.00	0.00	52.47	-52.47	0.0
100-1240-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	581.14	1,418.86	70.9
100-1240-52160-000	Dues, Memberships & Subscripti	3,050.00	3,050.00	35.00	1,365.93	1,684.07	55.2
100-1240-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-1240-52177-000	Meals & Entertainment	0.00	0.00	85.92	1,542.27	-1,542.27	0.0
100-1240-52177-015	Meals & Entertainment	0.00	0.00	0.00	6.76	-6.76	0.0
100-1240-52180-000	Training	4,915.00	4,915.00	0.00	3,115.00	1,800.00	36.6
100-1240-52198-000	Books & Periodicals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.0
100-1240-52235-000	Evaluation Services	14,500.00	14,500.00	0.00	0.00	14,500.00	100.0
100-1240-52240-000	Health Services	25,000.00	25,000.00	590.00	3,553.50	21,446.50	85.7
100-1240-52240-015	Health Services	0.00	0.00	8,150.00	8,150.00	-8,150.00	0.0
100-1240-52250-000	Legal Advertising	12,000.00	12,000.00	0.00	-314.25	12,314.25	102.6
100-1240-52270-000	Organizational Development	1,050.00	1,050.00	1,034.54	1,034.54	15.46	1.4
100-1240-52280-000	Recruitment	0.00	0.00	0.00	2,440.34	-2,440.34	0.0
100-1240-52280-015	Recruitment	0.00	0.00	2,662.40	9,045.28	-9,045.28	0.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
100-1240-52290-000	Testing & Background Services	21,000.00	21,000.00	47.50	617.50	20,382.50	97.0
100-1240-52290-015	Testing & Background Services	0.00	0.00	738.00	4,207.25	-4,207.25	0.0
100-1240-52310-000	Cell Phones & Pagers	1,650.00	1,650.00	128.61	780.58	869.42	52.0
100-1240-52540-000	Building Services	350.00	350.00	0.00	150.00	200.00	57.0
Department: 1240 - HUMAN RESOURCES Total:		468,733.00	468,733.00	54,923.57	223,310.71	245,422.29	52.0
Department: 1250 - FINANCE							
100-1250-51110-000	Salaries	183,248.00	183,248.00	21,057.69	90,576.95	92,671.05	50.0
100-1250-51120-000	Hourly	145,897.00	145,897.00	16,839.73	71,547.07	74,349.93	50.0
100-1250-51150-000	Overtime-Unscheduled	2,646.00	2,646.00	53.60	254.60	2,391.40	90.0
100-1250-51190-000	PTO Paid Out	5,806.00	5,806.00	0.00	0.00	5,806.00	100.0
100-1250-51195-000	PTO Reserve Fund	2,488.00	2,488.00	0.00	0.00	2,488.00	100.0
100-1250-51211-000	Medical Insurance	52,915.00	52,915.00	4,409.58	26,457.49	26,457.51	50.0
100-1250-51212-000	Dental Insurance	2,285.00	2,285.00	190.42	1,142.51	1,142.49	50.0
100-1250-51213-000	Vision Insurance	480.00	480.00	40.00	240.00	240.00	50.0
100-1250-51216-000	Life Insurance	275.00	275.00	24.00	141.60	133.40	48.0
100-1250-51218-000	STD Insurance	1,194.00	1,194.00	74.13	446.37	747.63	62.0
100-1250-51230-000	Social Security	21,085.00	21,085.00	2,218.44	9,413.59	11,671.41	55.0
100-1250-51231-000	Medicare	4,931.00	4,931.00	518.82	2,201.56	2,729.44	55.0
100-1250-51251-000	ASRS	39,246.00	39,246.00	4,352.97	18,621.55	20,624.45	52.0
100-1250-51270-000	Workers Compensation	1,200.00	1,200.00	0.00	281.70	918.30	76.0
100-1250-51290-000	PEHP	3,318.00	3,318.00	0.00	1,909.60	1,408.40	42.0
100-1250-52110-000	Office Supplies	1,600.00	1,600.00	0.00	633.38	966.62	60.0
100-1250-52115-000	Fees	8,000.00	8,000.00	334.66	9,342.95	-1,342.95	-16.0
100-1250-52120-000	Printing & Duplicating	780.00	780.00	467.24	708.84	71.16	9.0
100-1250-52160-000	Dues, Memberships & Subscripti	1,400.00	1,400.00	475.00	1,210.00	190.00	13.0
100-1250-52170-000	Travel & Per Diem	3,500.00	3,500.00	0.00	0.00	3,500.00	100.0
100-1250-52177-000	Meals & Entertainment	50.00	50.00	0.00	0.00	50.00	100.0
100-1250-52180-000	Training	2,000.00	2,000.00	0.00	905.00	1,095.00	54.0
100-1250-52198-000	Books & Periodicals	200.00	200.00	0.00	0.00	200.00	100.0
100-1250-52210-000	Accounting & Auditing	20,000.00	20,000.00	1,967.50	19,675.00	325.00	1.0
100-1250-52223-000	Consultants-General	0.00	0.00	0.00	3,000.00	-3,000.00	0.0
100-1250-52310-000	Cell Phones & Pagers	600.00	600.00	25.29	136.86	463.14	77.0
Department: 1250 - FINANCE Total:		505,144.00	505,144.00	53,049.07	258,846.62	246,297.38	48.0
Department: 1280 - COMMUNITY AFFAIRS							
100-1280-51110-000	Salaries	83,633.00	83,633.00	9,343.26	40,042.54	43,590.46	52.0
100-1280-51120-000	Hourly	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
100-1280-51150-000	Overtime-Unscheduled	7,698.00	7,698.00	518.43	2,796.50	4,901.50	63.0
100-1280-51190-000	PTO Paid Out	1,808.00	1,808.00	0.00	0.00	1,808.00	100.0
100-1280-51195-000	PTO Reserve Fund	775.00	775.00	0.00	0.00	775.00	100.0
100-1280-51211-000	Medical Insurance	10,583.00	10,583.00	881.92	5,291.51	5,291.49	50.0
100-1280-51212-000	Dental Insurance	457.00	457.00	38.08	228.49	228.51	50.0
100-1280-51213-000	Vision Insurance	96.00	96.00	8.00	48.00	48.00	50.0
100-1280-51216-000	Life Insurance	55.00	55.00	4.99	30.19	24.81	45.0
100-1280-51218-000	STD Insurance	372.00	372.00	18.72	113.31	258.69	69.0
100-1280-51230-000	Social Security	6,567.00	6,567.00	577.63	2,474.92	4,092.08	62.0
100-1280-51231-000	Medicare	1,536.00	1,536.00	142.34	618.04	917.96	59.0
100-1280-51250-000	PSPRS	2,469.00	2,469.00	106.64	575.08	1,893.92	76.0
100-1280-51251-000	ASRS	10,803.00	10,803.00	1,071.69	4,592.96	6,210.04	57.0
100-1280-51270-000	Workers Compensation	5,250.00	5,250.00	0.00	838.67	4,411.33	84.0
100-1280-51290-000	PEHP	1,033.00	1,033.00	0.00	381.92	651.08	63.0
100-1280-52110-000	Office Supplies	100.00	100.00	0.00	29.70	70.30	70.0
100-1280-52111-000	Photographic Supplies	660.00	660.00	0.00	744.77	-84.77	-12.0
100-1280-52160-000	Dues, Memberships & Subscripti	370.00	370.00	554.00	1,437.34	-1,067.34	-288.0
100-1280-52170-000	Travel & Per Diem	140.00	140.00	0.00	0.00	140.00	100.0
100-1280-52177-000	Meals & Entertainment	520.00	520.00	11.29	166.40	353.60	68.0
100-1280-52180-000	Training	2,325.00	2,325.00	0.00	179.00	2,146.00	92.0
100-1280-52192-000	Public Affairs	53,605.00	53,605.00	3,796.83	9,917.10	43,687.90	81.0
100-1280-52223-000	Consultants-General	1,400.00	1,400.00	0.00	0.00	1,400.00	100.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1280-52310-000	Cell Phones & Pagers	1,600.00	1,600.00	130.19	1,494.56	105.44	65.0
Department: 1280 - COMMUNITY AFFAIRS Total:		205,855.00	205,855.00	17,204.01	72,001.00	133,854.00	65.0
FinancialRpt: 1 - Administrative Costs Total:		2,402,550.00	2,402,550.00	220,556.60	1,120,667.06	1,281,882.94	53.0

FinancialRpt: 2 - Community Safety

Department: 2100 - PREVENTION & SAFETY

100-2100-51110-000	Salaries	177,546.00	177,546.00	20,512.50	87,926.71	89,619.29	50.0
100-2100-51120-000	Hourly	523,123.00	523,123.00	64,998.73	252,146.87	270,976.13	51.0
100-2100-51140-000	Holiday Pay	0.00	0.00	681.98	1,690.52	-1,690.52	0.0
100-2100-51150-000	Overtime-Unscheduled	31,907.00	31,907.00	266.96	2,263.21	29,643.79	92.0
100-2100-51190-000	PTO Paid Out	12,820.00	12,820.00	0.00	5,130.84	7,689.16	59.0
100-2100-51195-000	PTO Reserve Fund	5,494.00	5,494.00	0.00	0.00	5,494.00	100.0
100-2100-51211-000	Medical Insurance	126,996.00	126,996.00	10,583.00	63,498.00	63,498.00	50.0
100-2100-51212-000	Dental Insurance	5,484.00	5,484.00	457.00	2,742.00	2,742.00	50.0
100-2100-51213-000	Vision Insurance	1,152.00	1,152.00	96.00	576.00	576.00	50.0
100-2100-51215-000	PSPRS-Cancer Insurance	200.00	200.00	0.00	150.00	50.00	25.0
100-2100-51216-000	Life Insurance	660.00	660.00	62.40	343.20	316.80	48.0
100-2100-51218-000	STD Insurance	2,637.00	2,637.00	192.97	1,021.33	1,615.67	61.0
100-2100-51230-000	Social Security	36,244.00	36,244.00	3,809.39	14,901.61	21,342.39	58.0
100-2100-51231-000	Medicare	10,888.00	10,888.00	1,226.52	4,915.74	5,972.26	54.0
100-2100-51250-000	PSPRS	31,431.00	31,431.00	4,864.77	20,818.31	10,612.69	33.0
100-2100-51251-000	ASRS	67,461.00	67,461.00	7,047.31	27,196.26	40,264.74	59.0
100-2100-51270-000	Workers Compensation	30,306.00	30,306.00	0.00	6,682.35	23,623.65	77.0
100-2100-51290-000	PEHP	5,965.00	5,965.00	0.00	4,583.04	1,381.96	23.0
100-2100-52110-000	Office Supplies	2,000.00	2,000.00	221.90	781.72	1,218.28	60.0
100-2100-52112-000	Copier Supplies	400.00	400.00	0.00	0.00	400.00	100.0
100-2100-52120-000	Printing & Duplicating	2,500.00	2,500.00	0.00	545.89	1,954.11	78.0
100-2100-52139-000	Operational Equipment	1,600.00	1,600.00	0.00	257.09	1,342.91	83.0
100-2100-52140-000	Operational Supplies	1,600.00	1,600.00	0.00	36.97	1,563.03	97.0
100-2100-52148-000	Small Tools & Instruments	3,100.00	3,100.00	0.00	350.08	2,749.92	88.0
100-2100-52160-000	Dues, Memberships & Subscripti	4,746.00	4,746.00	0.00	1,976.50	2,769.50	58.0
100-2100-52170-000	Travel & Per Diem	7,622.00	7,622.00	0.00	9,960.70	-2,338.70	-30.0
100-2100-52177-000	Meals & Entertainment	1,200.00	1,200.00	27.87	510.44	689.56	57.0
100-2100-52180-000	Training	5,460.00	5,460.00	325.00	9,968.57	-4,508.57	-82.0
100-2100-52193-000	Public Education	9,000.00	9,000.00	0.00	1,134.84	7,865.16	87.0
100-2100-52196-000	Employee Recognition	0.00	1,000.00	419.16	419.16	580.84	58.0
100-2100-52198-000	Books & Periodicals	1,000.00	1,000.00	0.00	695.43	304.57	30.0
100-2100-52227-000	Contract Labor	14,000.00	14,000.00	0.00	1,450.00	12,550.00	89.0
100-2100-52240-000	Health Services	5,500.00	5,500.00	0.00	0.00	5,500.00	100.0
100-2100-52310-000	Cell Phones & Pagers	3,450.00	3,450.00	692.76	3,809.48	-359.48	-10.0
100-2100-52549-000	Hydrant Maintenance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.0
100-2100-52560-000	Equipment Services	4,000.00	3,000.00	0.00	0.00	3,000.00	100.0
100-2100-52620-000	Equipment Rental	6,000.00	6,000.00	269.73	1,328.76	4,671.24	77.0
Department: 2100 - PREVENTION & SAFETY Total:		1,153,492.00	1,153,492.00	116,755.95	529,811.62	623,680.38	54.0

Department: 2250 - HEALTH & SAFETY

100-2250-51150-000	Overtime-Unscheduled	5,891.00	5,891.00	210.60	1,487.08	4,403.92	74.0
100-2250-51190-000	PTO Paid Out	103.00	103.00	0.00	0.00	103.00	100.0
100-2250-51195-000	PTO Reserve Fund	44.00	44.00	0.00	0.00	44.00	100.0
100-2250-51216-000	Life Insurance	0.00	0.00	0.13	0.89	-0.89	0.0
100-2250-51218-000	STD Insurance	21.00	21.00	0.48	3.33	17.67	84.0
100-2250-51231-000	Medicare	88.00	88.00	2.78	20.70	67.30	76.0
100-2250-51250-000	PSPRS	1,212.00	1,212.00	0.00	253.91	958.09	79.0
100-2250-51270-000	Workers Compensation	299.00	299.00	0.00	0.00	299.00	100.0
100-2250-51280-000	Deferred Compensation	0.00	0.00	16.11	19.33	-19.33	0.0
100-2250-51290-000	PEHP	59.00	59.00	0.00	0.00	59.00	100.0
100-2250-52120-000	Printing & Duplicating	300.00	300.00	0.00	0.00	300.00	100.0
100-2250-52149-000	Small Fitness Equip & Supplies	3,500.00	3,500.00	0.00	5,446.05	-1,946.05	-55.0
100-2250-52160-000	Dues, Memberships & Subscripti	2,000.00	2,000.00	0.00	225.00	1,775.00	88.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-2250-52170-000	Travel & Per Diem	2,500.00	2,500.00	0.00	0.00	2,500.00	100.0
100-2250-52180-000	Training	2,500.00	2,500.00	0.00	1,634.98	865.02	34.6
100-2250-52198-000	Books & Periodicals	300.00	300.00	0.00	0.00	300.00	100.0
100-2250-52223-000	Consultants-General	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
100-2250-52227-000	Contract Labor	0.00	0.00	350.00	2,387.50	-2,387.50	0.0
100-2250-52310-000	Cell Phones & Pagers	1,200.00	1,200.00	0.00	0.00	1,200.00	100.0
100-2250-52550-000	Equipment Supplies	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-2250-54130-000	Furniture & Equipment	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
Department: 2250 - HEALTH & SAFETY Total:		45,517.00	45,517.00	580.10	11,478.77	34,038.23	74.7

Department: 2300 - BEHAVIORAL HLTH/COMM SVC

100-2300-51110-000	Salaries	103,975.00	103,975.00	11,997.12	51,432.23	52,542.77	50.5
100-2300-51120-000	Hourly	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
100-2300-51130-000	Temporary Or Part-Time	9,248.00	9,248.00	3,174.96	12,216.87	-2,968.87	-32.7
100-2300-51150-000	Overtime-Unscheduled	1,049.00	1,049.00	0.00	0.00	1,049.00	100.0
100-2300-51190-000	PTO Paid Out	2,210.00	2,210.00	0.00	0.00	2,210.00	100.0
100-2300-51195-000	PTO Reserve Fund	947.00	947.00	0.00	0.00	947.00	100.0
100-2300-51211-000	Medical Insurance	10,583.00	10,583.00	881.92	5,291.51	5,291.49	50.0
100-2300-51212-000	Dental Insurance	457.00	457.00	38.08	228.49	228.51	50.0
100-2300-51213-000	Vision Insurance	96.00	96.00	8.00	48.00	48.00	50.0
100-2300-51216-000	Life Insurance	55.00	55.00	4.80	28.80	26.20	47.6
100-2300-51218-000	STD Insurance	421.00	421.00	18.02	108.12	312.88	74.3
100-2300-51230-000	Social Security	8,025.00	8,025.00	927.15	3,876.73	4,148.27	51.6
100-2300-51231-000	Medicare	1,877.00	1,877.00	216.83	906.60	970.40	51.7
100-2300-51251-000	ASRS	13,842.00	13,842.00	1,376.07	5,897.44	7,944.56	57.3
100-2300-51270-000	Workers Compensation	8,000.00	8,000.00	0.00	1,730.12	6,269.88	78.3
100-2300-51290-000	PEHP	1,263.00	1,263.00	0.00	381.92	881.08	69.7
100-2300-52110-000	Office Supplies	300.00	300.00	0.00	0.00	300.00	100.0
100-2300-52120-000	Printing & Duplicating	0.00	0.00	0.00	140.10	-140.10	0.0
100-2300-52140-000	Operational Supplies	200.00	200.00	0.00	0.00	200.00	100.0
100-2300-52160-000	Dues, Memberships & Subscripti	125.00	125.00	0.00	0.00	125.00	100.0
100-2300-52170-000	Travel & Per Diem	200.00	200.00	0.00	59.00	141.00	70.5
100-2300-52180-000	Training	300.00	300.00	0.00	252.46	47.54	15.8
100-2300-52198-000	Books & Periodicals	100.00	100.00	0.00	67.00	33.00	33.0
100-2300-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	128.99	1,044.77	955.23	47.7
100-2300-52320-000	Electric	600.00	600.00	0.00	0.00	600.00	100.0
100-2300-52370-000	Water & Sewer	150.00	150.00	0.00	0.00	150.00	100.0
Department: 2300 - BEHAVIORAL HLTH/COMM SVC Total:		178,023.00	178,023.00	18,771.94	83,710.16	94,312.84	52.9

FinancialRpt: 2 - Community Safety Total: **1,377,032.00** **1,377,032.00** **136,107.99** **625,000.55** **752,031.45** **54.6**

FinancialRpt: 3 - Operational**Department: 3100 - TRAINING**

100-3100-51110-000	Salaries	86,040.00	86,040.00	19,880.22	53,693.80	32,346.20	37.5
100-3100-51120-000	Hourly	108,523.00	108,523.00	12,772.01	54,517.83	54,005.17	49.7
100-3100-51150-000	Overtime-Unscheduled	21,075.00	21,075.00	0.00	0.00	21,075.00	100.0
100-3100-51190-000	PTO Paid Out	3,774.00	3,774.00	0.00	0.00	3,774.00	100.0
100-3100-51195-000	PTO Reserve Fund	1,617.00	1,617.00	0.00	0.00	1,617.00	100.0
100-3100-51211-000	Medical Insurance	31,749.00	31,749.00	2,645.75	15,874.50	15,874.50	50.0
100-3100-51212-000	Dental Insurance	1,371.00	1,371.00	114.25	685.50	685.50	50.0
100-3100-51213-000	Vision Insurance	288.00	288.00	24.00	144.00	144.00	50.0
100-3100-51215-000	PSPRS-Cancer Insurance	400.00	400.00	0.00	100.00	300.00	75.0
100-3100-51216-000	Life Insurance	165.00	165.00	18.18	86.61	78.39	47.5
100-3100-51218-000	STD Insurance	776.00	776.00	62.90	290.42	485.58	62.5
100-3100-51230-000	Social Security	4,426.00	4,426.00	332.00	1,412.25	3,013.75	68.0
100-3100-51231-000	Medicare	3,205.00	3,205.00	454.97	1,492.94	1,712.06	53.4
100-3100-51250-000	PSPRS	30,031.00	30,031.00	5,570.19	17,336.03	12,694.97	42.2
100-3100-51251-000	ASRS	8,238.00	8,238.00	639.24	2,739.60	5,498.40	66.7
100-3100-51270-000	Workers Compensation	10,955.00	10,955.00	0.00	3,776.70	7,178.30	65.5
100-3100-51290-000	PEHP	2,156.00	2,156.00	0.00	1,145.76	1,010.24	46.8

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3100-52110-000	Office Supplies	3,060.00	3,060.00	206.75	1,724.60	1,335.40	43.0
100-3100-52110-015	Office Supplies	0.00	0.00	159.11	159.11	-159.11	0.0
100-3100-52120-000	Printing & Duplicating	3,650.00	3,650.00	0.00	93.40	3,556.60	97.4
100-3100-52139-000	Operational Equipment	3,250.00	3,250.00	550.00	569.60	2,680.40	82.4
100-3100-52139-015	Operational Equipment	0.00	0.00	383.50	383.50	-383.50	0.0
100-3100-52140-000	Operational Supplies	0.00	0.00	0.00	1,304.91	-1,304.91	0.0
100-3100-52141-015	Uniforms	0.00	0.00	243.68	243.68	-243.68	0.0
100-3100-52142-000	Propane Gas	2,500.00	2,500.00	0.00	0.00	2,500.00	100.0
100-3100-52146-015	Protective Equipment	0.00	0.00	155.66	155.66	-155.66	0.0
100-3100-52150-000	Postage & Mailings	400.00	400.00	0.00	0.00	400.00	100.0
100-3100-52160-000	Dues, Memberships & Subscripti	150.00	150.00	125.00	1,900.93	-1,750.93	-1,167.2
100-3100-52170-000	Travel & Per Diem	10,920.00	10,920.00	0.00	0.00	10,920.00	100.0
100-3100-52173-015	Recruit Issuance	0.00	0.00	5,452.99	5,452.99	-5,452.99	0.0
100-3100-52177-000	Meals & Entertainment	100.00	100.00	642.10	1,931.38	-1,831.38	-1,831.3
100-3100-52180-000	Training	4,900.00	4,900.00	925.00	8,883.00	-3,983.00	-81.2
100-3100-52186-000	Training - Suppression	15,310.00	15,310.00	1,434.44	14,757.51	552.49	3.0
100-3100-52187-000	Training - Target Safety	21,535.00	21,535.00	8,096.00	8,096.00	13,439.00	62.4
100-3100-52191-000	Tuition Reimbursement	33,900.00	33,900.00	2,482.00	10,288.73	23,611.27	69.0
100-3100-52196-000	Employee Recognition	60.00	60.00	0.00	0.00	60.00	100.0
100-3100-52198-000	Books & Periodicals	7,893.00	7,893.00	40.05	109.92	7,783.08	98.0
100-3100-52310-000	Cell Phones & Pagers	2,400.00	2,400.00	309.81	1,039.43	1,360.57	56.0
100-3100-52320-000	Electric	30,600.00	30,600.00	2,117.34	17,245.09	13,354.91	43.0
100-3100-52340-000	Refuse Removal	1,650.00	1,650.00	147.52	509.16	1,140.84	69.0
100-3100-52370-000	Water & Sewer	8,950.00	8,950.00	845.24	5,873.93	3,076.07	34.0
100-3100-52540-000	Building Services	875.00	875.00	0.00	330.00	545.00	62.0
100-3100-52542-000	Janitorial Services	8,500.00	8,500.00	0.00	0.00	8,500.00	100.0
100-3100-52546-000	Facility Use/Maintenance	3,000.00	3,000.00	0.80	216.31	2,783.69	92.0
100-3100-52550-000	Equipment Supplies	370.00	370.00	0.00	0.00	370.00	100.0
100-3100-52565-000	Mobile Burn Simulator	8,500.00	8,500.00	0.00	0.00	8,500.00	100.0
100-3100-52620-000	Equipment Rental	10,800.00	10,800.00	896.11	3,952.95	6,847.05	63.4
Department: 3100 - TRAINING Total:		498,062.00	498,062.00	67,726.81	238,517.73	259,544.27	52.0
Department: 3110 - BATTALION CHIEFS							
100-3110-51110-000	Salaries	1,233,049.00	1,233,049.00	151,700.68	654,965.07	578,083.93	46.8
100-3110-51140-000	Holiday Pay	14,702.00	14,702.00	3,492.36	9,721.11	4,980.89	33.8
100-3110-51190-000	PTO Paid Out	21,836.00	21,836.00	8,872.96	8,872.96	12,963.04	59.0
100-3110-51195-000	PTO Reserve Fund	9,358.00	9,358.00	0.00	0.00	9,358.00	100.0
100-3110-51211-000	Medical Insurance	137,579.00	137,579.00	11,464.92	68,789.51	68,789.49	50.0
100-3110-51212-000	Dental Insurance	5,941.00	5,941.00	495.08	2,970.49	2,970.51	50.0
100-3110-51213-000	Vision Insurance	1,248.00	1,248.00	104.00	624.00	624.00	50.0
100-3110-51215-000	PSPRS-Cancer Insurance	2,600.00	2,600.00	0.00	750.00	1,850.00	71.0
100-3110-51216-000	Life Insurance	715.00	715.00	64.90	354.13	360.87	50.4
100-3110-51218-000	STD Insurance	4,492.00	4,492.00	243.65	1,329.39	3,162.61	70.4
100-3110-51231-000	Medicare	18,545.00	18,545.00	2,310.21	9,413.28	9,131.72	49.0
100-3110-51250-000	PSPRS	256,662.00	256,662.00	26,522.88	111,050.56	145,611.44	56.0
100-3110-51270-000	Workers Compensation	63,389.00	63,389.00	0.00	12,220.86	51,168.14	80.0
100-3110-51280-000	Deferred Compensation	14,268.00	14,268.00	1,287.28	6,133.67	8,134.33	57.0
100-3110-51290-000	PEHP	12,478.00	12,478.00	0.00	4,201.12	8,276.88	66.0
100-3110-52110-000	Office Supplies	500.00	500.00	0.00	16.03	483.97	96.0
100-3110-52140-000	Operational Supplies	400.00	400.00	32.38	32.38	367.62	91.0
100-3110-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	0.00	325.00	675.00	67.0
100-3110-52170-000	Travel & Per Diem	11,000.00	11,000.00	246.85	1,849.53	9,150.47	83.0
100-3110-52177-000	Meals & Entertainment	1,200.00	1,200.00	0.00	94.60	1,105.40	92.0
100-3110-52180-000	Training	2,400.00	2,400.00	0.00	458.00	1,942.00	80.0
100-3110-52310-000	Cell Phones & Pagers	5,300.00	5,300.00	1,223.32	4,744.34	555.66	10.4
100-3110-52320-000	Electric	6,000.00	6,000.00	221.93	3,009.27	2,990.73	49.8
Department: 3110 - BATTALION CHIEFS Total:		1,824,662.00	1,824,662.00	208,283.40	901,925.30	922,736.70	50.0
Department: 3300 - FIRE/RESCUE SERVICES							
100-3300-51120-000	Hourly	8,411,108.00	8,411,108.00	1,113,357.07	4,822,744.68	3,588,363.32	42.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3300-51140-000	Holiday Pay	252,569.00	252,569.00	26,785.60	138,443.96	114,125.04	45.1
100-3300-51150-000	Overtime-Unscheduled	757,359.00	757,359.00	157,246.63	885,959.56	-128,600.56	-16.9
100-3300-51190-000	PTO Paid Out	195,703.00	195,703.00	0.00	0.00	195,703.00	100.0
100-3300-51195-000	PTO Reserve Fund	83,873.00	83,873.00	0.00	0.00	83,873.00	100.0
100-3300-51211-000	Medical Insurance	1,357,315.00	1,357,315.00	113,109.58	678,657.49	678,657.51	50.0
100-3300-51212-000	Dental Insurance	58,612.00	58,612.00	4,884.33	29,305.99	29,306.01	50.0
100-3300-51213-000	Vision Insurance	12,312.00	12,312.00	1,026.00	6,156.00	6,156.00	50.0
100-3300-51215-000	PSPRS-Cancer Insurance	30,800.00	30,800.00	0.00	8,000.00	22,800.00	74.0
100-3300-51216-000	Life Insurance	8,550.00	8,550.00	704.27	4,262.50	4,287.50	50.0
100-3300-51218-000	STD Insurance	39,949.00	39,949.00	2,452.10	14,690.34	25,258.66	63.0
100-3300-51231-000	Medicare	120,972.00	120,972.00	18,143.48	81,282.59	39,689.41	32.8
100-3300-51250-000	PSPRS	1,927,023.00	1,927,023.00	255,846.29	1,162,814.96	764,208.04	39.0
100-3300-51270-000	Workers Compensation	505,199.00	505,199.00	0.00	106,518.31	398,680.69	78.9
100-3300-51280-000	Deferred Compensation	53,651.00	53,651.00	2,907.91	21,439.67	32,211.33	60.0
100-3300-51290-000	PEHP	120,000.00	120,000.00	0.00	63,780.64	56,219.36	46.8
100-3300-52120-000	Printing & Duplicating	0.00	0.00	0.00	93.40	-93.40	0.0
100-3300-52139-000	Operational Equipment	4,000.00	4,000.00	273.50	435.50	3,564.50	89.0
100-3300-52140-000	Operational Supplies	7,500.00	7,500.00	0.00	0.00	7,500.00	100.0
100-3300-52146-000	Protective Equipment	4,600.00	4,600.00	0.00	0.00	4,600.00	100.0
100-3300-52148-000	Small Tools & Instruments	1,200.00	1,200.00	0.00	0.00	1,200.00	100.0
100-3300-52170-000	Travel & Per Diem	3,000.00	3,000.00	0.00	0.00	3,000.00	100.0
100-3300-52180-000	Training	2,500.00	2,500.00	0.00	2,400.00	100.00	4.0
100-3300-52183-000	Rover Mileage	500.00	500.00	0.00	0.00	500.00	100.0
100-3300-52240-000	Health Services	105,000.00	105,000.00	4,397.40	80,856.20	24,143.80	22.9
100-3300-52310-000	Cell Phones & Pagers	7,300.00	7,300.00	844.46	5,350.44	1,949.56	26.7
100-3300-52380-000	Hydrant Fees	2,000.00	2,000.00	0.00	822.30	1,177.70	58.8
100-3300-52620-000	Equipment Rental	1,200.00	1,200.00	223.79	669.03	530.97	44.2
100-3330-52320-000	Electric	24,750.00	24,750.00	1,453.35	13,660.14	11,089.86	44.8
100-3330-52330-000	Natural Gas	3,100.00	3,100.00	142.26	876.25	2,223.75	71.8
100-3330-52340-000	Refuse Removal	500.00	500.00	0.00	0.00	500.00	100.0
100-3330-52350-000	Telephone	450.00	450.00	32.16	193.08	256.92	57.0
100-3330-52370-000	Water & Sewer	3,300.00	3,300.00	330.20	2,482.26	817.74	24.7
100-3331-52320-000	Electric	15,000.00	15,000.00	1,057.06	11,309.74	3,690.26	24.6
100-3331-52330-000	Natural Gas	3,000.00	3,000.00	103.03	577.25	2,422.75	80.7
100-3331-52340-000	Refuse Removal	850.00	850.00	157.48	539.64	310.36	36.5
100-3331-52350-000	Telephone	450.00	450.00	32.16	193.08	256.92	57.0
100-3331-52370-000	Water & Sewer	3,475.00	3,475.00	271.47	1,927.66	1,547.34	44.5
100-3332-52142-000	Propane Gas	150.00	150.00	6.80	61.08	88.92	59.3
100-3332-52320-000	Electric	18,000.00	18,000.00	1,189.51	12,234.10	5,765.90	32.0
100-3332-52340-000	Refuse Removal	660.00	660.00	106.20	366.29	293.71	44.3
100-3332-52350-000	Telephone	450.00	450.00	32.16	193.08	256.92	57.0
100-3332-52370-000	Water & Sewer	2,500.00	2,500.00	154.56	1,307.41	1,192.59	47.7
100-3333-52320-000	Electric	20,000.00	20,000.00	941.14	11,782.27	8,217.73	41.0
100-3333-52330-000	Natural Gas	2,200.00	2,200.00	96.98	636.66	1,563.34	71.0
100-3333-52340-000	Refuse Removal	850.00	850.00	124.16	424.59	425.41	50.0
100-3333-52350-000	Telephone	450.00	450.00	32.16	193.08	256.92	57.0
100-3333-52370-000	Water & Sewer	4,000.00	4,000.00	374.52	2,868.93	1,131.07	28.5
100-3334-52320-000	Electric	12,000.00	12,000.00	676.18	7,641.48	4,358.52	36.3
100-3334-52330-000	Natural Gas	2,200.00	2,200.00	101.46	568.14	1,631.86	74.2
100-3334-52340-000	Refuse Removal	660.00	660.00	71.25	245.76	414.24	62.7
100-3334-52350-000	Telephone	450.00	450.00	15.43	92.64	357.36	79.4
100-3334-52370-000	Water & Sewer	1,300.00	1,300.00	127.02	873.33	426.67	32.8
100-3335-52320-000	Electric	7,500.00	7,500.00	354.01	6,491.57	1,008.43	13.4
100-3335-52330-000	Natural Gas	1,300.00	1,300.00	93.68	296.00	1,004.00	77.2
100-3335-52340-000	Refuse Removal	660.00	660.00	118.48	538.65	121.35	18.5
100-3335-52350-000	Telephone	450.00	450.00	32.16	193.08	256.92	57.0
100-3335-52370-000	Water & Sewer	750.00	750.00	47.99	970.68	-220.68	-29.4
100-3336-52142-000	Propane Gas	150.00	150.00	0.00	9.68	140.32	93.5

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3336-52320-000	Electric	18,000.00	18,000.00	791.25	11,892.16	6,107.84	33.9
100-3336-52330-000	Natural Gas	1,200.00	1,200.00	121.95	595.09	604.91	50.4
100-3336-52340-000	Refuse Removal	660.00	660.00	117.76	406.20	253.80	38.4
100-3336-52350-000	Telephone	450.00	450.00	33.99	204.06	245.94	54.6
100-3336-52370-000	Water & Sewer	2,650.00	2,650.00	207.17	1,605.45	1,044.55	39.4
100-3337-52320-000	Electric	13,500.00	13,500.00	778.46	6,776.88	6,723.12	49.8
100-3337-52330-000	Natural Gas	1,350.00	1,350.00	120.90	576.70	773.30	57.2
100-3337-52340-000	Refuse Removal	660.00	660.00	118.48	408.67	251.33	38.0
100-3337-52350-000	Telephone	45.00	45.00	31.78	190.80	-145.80	-324.0
100-3337-52370-000	Water & Sewer	1,650.00	1,650.00	164.76	955.54	694.46	42.0
100-3338-52320-000	Electric	19,500.00	19,500.00	1,412.68	12,761.70	6,738.30	34.9
100-3338-52330-000	Natural Gas	1,400.00	1,400.00	96.47	566.38	833.62	59.9
100-3338-52340-000	Refuse Removal	660.00	660.00	142.48	491.51	168.49	25.9
100-3338-52350-000	Telephone	450.00	450.00	33.99	204.06	245.94	54.6
100-3338-52370-000	Water & Sewer	3,500.00	3,500.00	277.48	2,141.67	1,358.33	38.8
100-3339-52320-000	Electric	12,500.00	12,500.00	994.64	7,867.17	4,632.83	37.0
100-3339-52330-000	Natural Gas	1,500.00	1,500.00	54.34	325.76	1,174.24	78.2
100-3339-52340-000	Refuse Removal	660.00	660.00	117.00	403.59	256.41	38.8
100-3339-52350-000	Telephone	450.00	450.00	33.08	198.60	251.40	55.8
100-3339-52370-000	Water & Sewer	2,750.00	2,750.00	239.47	1,614.23	1,135.77	41.3
Department: 3300 - FIRE/RESCUE SERVICES Total:		14,288,885.00	14,288,885.00	1,716,365.56	8,244,617.38	6,044,267.62	42.3
Department: 3400 - EMS							
100-3400-51110-000	Salaries	107,150.00	107,150.00	20,636.16	104,125.29	3,024.71	2.8
100-3400-51120-000	Hourly	341,961.00	341,961.00	8,067.37	39,168.72	302,792.28	88.9
100-3400-51140-000	Holiday Pay	5,825.00	5,825.00	576.24	2,662.34	3,162.66	54.2
100-3400-51150-000	Overtime-Unscheduled	75,710.00	75,710.00	26,675.95	74,185.99	1,524.01	2.0
100-3400-51190-000	PTO Paid Out	9,286.00	9,286.00	0.00	0.00	9,286.00	100.0
100-3400-51195-000	PTO Reserve Fund	3,980.00	3,980.00	0.00	0.00	3,980.00	100.0
100-3400-51211-000	Medical Insurance	52,915.00	52,915.00	4,409.58	26,457.49	26,457.51	50.0
100-3400-51212-000	Dental Insurance	2,285.00	2,285.00	190.42	1,142.51	1,142.49	50.0
100-3400-51213-000	Vision Insurance	480.00	480.00	40.00	240.00	240.00	50.0
100-3400-51215-000	PSPRS-Cancer Insurance	1,000.00	1,000.00	0.00	200.00	800.00	80.0
100-3400-51216-000	Life Insurance	275.00	275.00	27.76	138.33	136.67	49.7
100-3400-51218-000	STD Insurance	1,910.00	1,910.00	102.52	516.64	1,393.36	72.9
100-3400-51231-000	Medicare	7,887.00	7,887.00	783.04	3,067.71	4,819.29	61.9
100-3400-51250-000	PSPRS	109,154.00	109,154.00	11,423.39	45,179.99	63,974.01	58.6
100-3400-51270-000	Workers Compensation	26,958.00	26,958.00	0.00	10,230.47	16,727.53	62.0
100-3400-51280-000	Deferred Compensation	0.00	0.00	32.22	32.22	-32.22	0.0
100-3400-51290-000	PEHP	5,306.00	5,306.00	0.00	2,291.52	3,014.48	56.8
100-3400-52110-000	Office Supplies	500.00	500.00	0.00	161.12	338.88	67.8
100-3400-52139-000	Operational Equipment	5,300.00	5,300.00	0.00	7,078.43	-1,778.43	-33.9
100-3400-52140-000	Operational Supplies	579.00	579.00	0.00	243.08	335.92	58.0
100-3400-52160-000	Dues, Memberships & Subscripti	534.00	534.00	0.00	0.00	534.00	100.0
100-3400-52170-000	Travel & Per Diem	7,000.00	7,000.00	0.00	0.00	7,000.00	100.0
100-3400-52177-000	Meals & Entertainment	150.00	150.00	0.00	0.00	150.00	100.0
100-3400-52180-000	Training	9,168.00	9,168.00	5,265.00	11,730.00	-2,562.00	-27.9
100-3400-52181-000	Training-Paramedic School	0.00	0.00	5,731.00	5,731.00	-5,731.00	0.0
100-3400-52198-000	Books & Periodicals	400.00	400.00	0.00	0.00	400.00	100.0
100-3400-52223-000	Consultants-General	46,974.00	46,974.00	0.00	0.00	46,974.00	100.0
100-3400-52224-000	Exposure Control Program	17,500.00	17,500.00	0.00	0.00	17,500.00	100.0
100-3400-52260-000	Legal	0.00	0.00	0.00	2,618.10	-2,618.10	0.0
100-3400-52310-000	Cell Phones & Pagers	5,280.00	5,280.00	259.50	1,618.83	3,661.17	69.9
100-3400-52320-000	Electric	6,000.00	6,000.00	187.05	2,504.75	3,495.25	58.9
100-3400-52330-000	Natural Gas	600.00	600.00	38.84	191.06	408.94	68.9
100-3400-52340-000	Refuse Removal	0.00	0.00	71.23	245.75	-245.75	0.0
100-3400-52350-000	Telephone	0.00	0.00	15.43	92.64	-92.64	0.0
100-3400-52370-000	Water & Sewer	0.00	0.00	127.01	873.29	-873.29	0.0
100-3400-52550-000	Equipment Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3400-52560-000	Equipment Services	300.00	300.00	0.00	0.00	300.00	100.0
100-3400-52620-000	Equipment Rental	0.00	0.00	246.26	1,474.53	-1,474.53	0.0
Department: 3400 - EMS Total:		853,367.00	853,367.00	84,905.97	344,201.80	509,165.20	59.0
FinancialRpt: 3 - Operational Total:		17,464,976.00	17,464,976.00	2,077,281.74	9,729,262.21	7,735,713.79	44.2

FinancialRpt: 4 - Support Services

Department: 4100 - INFORMATION TECHNOLOGY

100-4100-51110-000	Salaries	163,483.00	163,483.00	7,802.88	37,577.01	125,905.99	77.0
100-4100-51120-000	Hourly	98,547.00	98,547.00	12,735.48	54,111.87	44,435.13	45.0
100-4100-51150-000	Overtime-Unscheduled	0.00	0.00	90.19	1,405.72	-1,405.72	0.0
100-4100-51190-000	PTO Paid Out	4,586.00	4,586.00	0.00	25,028.19	-20,442.19	-445.0
100-4100-51195-000	PTO Reserve Fund	1,965.00	1,965.00	0.00	0.00	1,965.00	100.0
100-4100-51211-000	Medical Insurance	42,332.00	42,332.00	3,527.67	21,166.01	21,165.99	50.0
100-4100-51212-000	Dental Insurance	1,828.00	1,828.00	152.33	913.99	914.01	50.0
100-4100-51213-000	Vision Insurance	384.00	384.00	32.00	192.00	192.00	50.0
100-4100-51216-000	Life Insurance	220.00	220.00	14.40	88.80	131.20	59.0
100-4100-51218-000	STD Insurance	943.00	943.00	47.20	287.51	655.49	69.0
100-4100-51230-000	Social Security	16,652.00	16,652.00	1,239.42	7,048.52	9,603.48	57.0
100-4100-51231-000	Medicare	3,894.00	3,894.00	289.84	1,648.42	2,245.58	57.0
100-4100-51251-000	ASRS	30,994.00	30,994.00	2,366.09	10,674.26	20,319.74	65.0
100-4100-51270-000	Workers Compensation	13,312.00	13,312.00	0.00	3,111.43	10,200.57	76.0
100-4100-51290-000	PEHP	2,620.00	2,620.00	0.00	1,527.68	1,092.32	41.0
100-4100-52110-000	Office Supplies	400.00	400.00	0.00	0.00	400.00	100.0
100-4100-52130-000	Computer Supplies	65,000.00	65,000.00	10,571.25	74,036.19	-9,036.19	-13.0
100-4100-52139-000	Operational Equipment	0.00	0.00	0.00	141.32	-141.32	0.0
100-4100-52140-000	Operational Supplies	50,000.00	50,000.00	0.00	2,500.41	47,499.59	95.0
100-4100-52160-000	Dues, Memberships & Subscripti	7,250.00	7,250.00	184.00	20,990.99	-13,740.99	-189.0
100-4100-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	14.75	1,485.25	99.0
100-4100-52180-000	Training	20,000.00	20,000.00	60.00	597.00	19,403.00	97.0
100-4100-52198-000	Books & Periodicals	2,500.00	2,500.00	0.00	0.00	2,500.00	100.0
100-4100-52220-000	Software	167,300.00	167,300.00	9,313.82	198,436.78	-31,136.78	-18.0
100-4100-52223-000	Consultants-General	5,300.00	5,300.00	0.00	0.00	5,300.00	100.0
100-4100-52310-000	Cell Phones & Pagers	6,250.00	6,250.00	277.04	2,357.62	3,892.38	62.0
100-4100-52320-000	Electric	3,600.00	3,600.00	135.64	1,274.92	2,325.08	64.0
100-4100-52330-000	Natural Gas	300.00	300.00	19.73	110.96	189.04	63.0
100-4100-52350-000	Telephone	22,500.00	22,500.00	2,221.60	13,130.95	9,369.05	41.0
100-4100-52370-000	Water & Sewer	300.00	300.00	16.69	119.25	180.75	60.0
100-4100-52381-000	Radio Parts	7,500.00	7,500.00	0.00	880.45	6,619.55	88.0
100-4100-52382-000	Radio Maintenance	15,000.00	15,000.00	0.00	19,253.41	-4,253.41	-28.0
100-4100-52385-000	Transmitter Fees	11,000.00	11,000.00	-1,529.24	18,809.99	-7,809.99	-71.0
100-4100-52560-000	Equipment Services	20,000.00	20,000.00	720.00	4,162.16	15,837.84	79.0
Department: 4100 - INFORMATION TECHNOLOGY Total:		787,460.00	787,460.00	50,288.03	521,598.56	265,861.44	33.0

Department: 4150 - COMMUNICATIONS

100-4150-51110-000	Salaries	60,183.00	60,183.00	7,032.69	29,284.14	30,898.86	51.0
100-4150-51190-000	PTO Paid Out	1,053.00	1,053.00	0.00	0.00	1,053.00	100.0
100-4150-51195-000	PTO Reserve Fund	451.00	451.00	0.00	0.00	451.00	100.0
100-4150-51211-000	Medical Insurance	10,583.00	10,583.00	881.92	5,291.51	5,291.49	50.0
100-4150-51212-000	Dental Insurance	457.00	457.00	38.08	228.49	228.51	50.0
100-4150-51213-000	Vision Insurance	96.00	96.00	8.00	48.00	48.00	50.0
100-4150-51216-000	Life Insurance	55.00	55.00	4.80	28.80	26.20	47.0
100-4150-51218-000	STD Insurance	217.00	217.00	16.00	92.90	124.10	57.0
100-4150-51230-000	Social Security	3,825.00	3,825.00	419.22	1,728.31	2,096.69	54.0
100-4150-51231-000	Medicare	894.00	894.00	98.05	404.18	489.82	54.0
100-4150-51251-000	ASRS	7,119.00	7,119.00	806.64	3,357.07	3,761.93	52.0
100-4150-51270-000	Workers Compensation	3,057.00	3,057.00	0.00	608.55	2,448.45	80.0
100-4150-51290-000	PEHP	602.00	602.00	0.00	381.92	220.08	36.0
100-4150-52140-000	Operational Supplies	500.00	500.00	0.00	0.00	500.00	100.0
100-4150-52160-000	Dues, Memberships & Subscripti	368.00	368.00	92.00	92.00	276.00	75.0

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Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-4150-52170-000	Travel & Per Diem	2,500.00	2,500.00	0.00	1,861.23	638.77	25.0
100-4150-52177-000	Meals & Entertainment	250.00	250.00	0.00	0.00	250.00	100.0
100-4150-52180-000	Training	6,833.00	6,833.00	0.00	0.00	6,833.00	100.0
100-4150-52198-000	Books & Periodicals	150.00	150.00	0.00	249.00	-99.00	-66.0
100-4150-52310-000	Cell Phones & Pagers	925.00	925.00	36.85	260.85	664.15	71.8
100-4150-52390-000	Dispatch Services	910,038.00	910,038.00	82,281.33	493,687.98	416,350.02	45.0
Department: 4150 - COMMUNICATIONS Total:		1,010,156.00	1,010,156.00	91,715.58	537,604.93	472,551.07	46.0
Department: 4200 - FLEET SERVICES							
100-4200-51110-000	Salaries	76,500.00	76,500.00	8,593.26	36,844.26	39,655.74	51.8
100-4200-51120-000	Hourly	306,843.00	306,843.00	29,842.85	143,197.33	163,645.67	53.3
100-4200-51130-000	Temporary Or Part-Time	9,391.00	9,391.00	915.04	3,782.28	5,608.72	59.9
100-4200-51150-000	Overtime-Unscheduled	5,128.00	5,128.00	440.24	1,379.29	3,748.71	73.0
100-4200-51190-000	PTO Paid Out	6,963.00	6,963.00	0.00	3,347.63	3,615.37	51.9
100-4200-51195-000	PTO Reserve Fund	2,984.00	2,984.00	0.00	0.00	2,984.00	100.0
100-4200-51211-000	Medical Insurance	63,498.00	63,498.00	5,291.50	31,749.00	31,749.00	50.0
100-4200-51212-000	Dental Insurance	2,742.00	2,742.00	228.50	1,371.00	1,371.00	50.0
100-4200-51213-000	Vision Insurance	576.00	576.00	48.00	288.00	288.00	50.0
100-4200-51216-000	Life Insurance	330.00	330.00	24.00	160.80	169.20	51.0
100-4200-51218-000	STD Insurance	1,398.00	1,398.00	83.95	552.87	845.13	60.4
100-4200-51230-000	Social Security	25,284.00	25,284.00	2,365.55	11,094.34	14,189.66	56.0
100-4200-51231-000	Medicare	5,913.00	5,913.00	555.98	2,616.91	3,296.09	55.0
100-4200-51251-000	ASRS	45,950.00	45,950.00	4,544.77	21,155.63	24,794.37	53.9
100-4200-51270-000	Workers Compensation	20,212.00	20,212.00	0.00	4,147.45	16,064.55	79.4
100-4200-51290-000	PEHP	3,885.00	3,885.00	0.00	2,673.44	1,211.56	31.0
100-4200-52110-000	Office Supplies	0.00	0.00	0.00	18.36	-18.36	0.0
100-4200-52115-000	Fees	0.00	0.00	0.00	31.00	-31.00	0.0
100-4200-52148-000	Small Tools & Instruments	6,500.00	6,500.00	327.06	1,045.12	5,454.88	83.9
100-4200-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-4200-52170-000	Travel & Per Diem	7,300.00	7,300.00	0.00	4,392.02	2,907.98	39.8
100-4200-52180-000	Training	5,000.00	5,000.00	0.00	2,662.00	2,338.00	46.0
100-4200-52198-000	Books & Periodicals	1,000.00	1,000.00	129.80	267.55	732.45	73.0
100-4200-52310-000	Cell Phones & Pagers	3,200.00	3,200.00	156.63	979.68	2,220.32	69.0
100-4200-52320-000	Electric	22,100.00	22,100.00	952.36	10,302.01	11,797.99	53.0
100-4200-52325-000	Environmental Disposal	400.00	400.00	0.00	0.00	400.00	100.0
100-4200-52330-000	Natural Gas	1,500.00	1,500.00	157.38	503.16	996.84	66.4
100-4200-52340-000	Refuse Removal	1,200.00	1,200.00	174.82	605.95	594.05	49.5
100-4200-52350-000	Telephone	1,000.00	1,000.00	66.16	397.20	602.80	60.0
100-4200-52360-000	Television	450.00	450.00	41.78	250.68	199.32	44.0
100-4200-52370-000	Water & Sewer	3,000.00	3,000.00	215.41	1,467.74	1,532.26	51.0
100-4200-52511-000	Fuel	260,000.00	260,000.00	10,304.99	73,974.87	186,025.13	71.0
100-4200-52512-000	Oil, Lubricants, Etc.	12,000.00	12,000.00	1,801.51	6,582.13	5,417.87	45.0
100-4200-52513-000	Vehicle Parts	125,000.00	125,000.00	6,422.67	90,011.92	34,988.08	27.0
100-4200-52514-000	Tires & Repairs	50,500.00	50,500.00	12,426.77	43,346.09	7,153.91	14.0
100-4200-52515-000	Batteries	16,500.00	16,500.00	1,673.02	5,575.34	10,924.66	66.0
100-4200-52519-000	Shop Supplies	18,000.00	18,000.00	305.21	8,071.99	9,928.01	55.0
100-4200-52520-000	Vehicle Services	110,000.00	110,000.00	4,133.68	83,703.02	26,296.98	23.0
100-4200-52521-000	Ground Ladder Testing	4,000.00	4,000.00	3,539.60	3,539.60	460.40	11.0
100-4200-52522-000	Aerial Ladder Testing	2,000.00	2,000.00	1,790.00	1,790.00	210.00	10.0
100-4200-52540-000	Building Services	0.00	0.00	0.00	150.00	-150.00	0.0
100-4200-52560-000	Equipment Services	5,500.00	5,500.00	3,707.79	6,676.38	-1,176.38	-21.0
Department: 4200 - FLEET SERVICES Total:		1,235,247.00	1,235,247.00	101,260.28	610,704.04	624,542.96	50.0
Department: 4230 - FACILITY MAINTENANCE							
100-4230-51120-000	Hourly	43,572.00	43,572.00	6,231.44	26,428.13	17,143.87	39.0
100-4230-51150-000	Overtime-Unscheduled	911.00	911.00	37.26	94.04	816.96	89.0
100-4230-51190-000	PTO Paid Out	778.00	778.00	0.00	0.00	778.00	100.0
100-4230-51195-000	PTO Reserve Fund	334.00	334.00	0.00	0.00	334.00	100.0
100-4230-51211-000	Medical Insurance	10,583.00	10,583.00	881.92	5,291.51	5,291.49	50.0
100-4230-51212-000	Dental Insurance	457.00	457.00	38.08	228.49	228.51	50.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
100-4230-51213-000	Vision Insurance	96.00	96.00	8.00	48.00	48.00	50.00
100-4230-51216-000	Life Insurance	55.00	55.00	4.80	28.80	26.20	47.60
100-4230-51218-000	STD Insurance	160.00	160.00	14.43	84.45	75.55	47.60
100-4230-51230-000	Social Security	2,824.00	2,824.00	369.95	1,548.79	1,275.21	45.60
100-4230-51231-000	Medicare	661.00	661.00	86.53	362.23	298.77	45.60
100-4230-51251-000	ASRS	5,262.00	5,262.00	586.75	2,480.98	2,781.02	52.80
100-4230-51270-000	Workers Compensation	1,905.00	1,905.00	0.00	549.73	1,355.27	71.60
100-4230-51290-000	PEHP	800.00	800.00	0.00	381.92	418.08	52.80
100-4230-52148-000	Small Tools & Instruments	2,000.00	2,000.00	0.00	1,072.32	927.68	46.80
100-4230-52160-000	Dues, Memberships & Subscripti	500.00	500.00	0.00	0.00	500.00	100.00
100-4230-52170-000	Travel & Per Diem	0.00	0.00	0.00	22.10	-22.10	0.00
100-4230-52223-000	Consultants-General	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00
100-4230-52310-000	Cell Phones & Pagers	800.00	800.00	55.29	331.86	468.14	58.80
100-4230-52320-000	Electric	2,000.00	2,000.00	135.65	1,274.96	725.04	36.80
100-4230-52330-000	Natural Gas	300.00	300.00	6.58	37.01	262.99	87.60
100-4230-52350-000	Telephone	120.00	120.00	3.31	19.86	100.14	83.60
100-4230-52370-000	Water & Sewer	1,000.00	1,000.00	5.56	39.73	960.27	96.00
100-4230-52530-000	Building Supplies	25,000.00	25,000.00	3,553.37	8,033.47	16,966.53	67.80
100-4230-52540-000	Building Services	135,000.00	135,000.00	2,577.49	80,535.96	54,464.04	40.80
100-4230-52541-000	Pest Control	7,500.00	7,500.00	480.00	4,545.00	2,955.00	39.60
100-4230-52542-000	Janitorial Services	11,000.00	11,000.00	1,102.50	7,440.00	3,560.00	32.80
100-4230-52543-000	Emergency Bldg. Maint.	45,000.00	45,000.00	0.00	4,671.89	40,328.11	89.60
100-4230-52544-000	Preventive Maintenance	100,000.00	100,000.00	19,718.47	136,241.55	-36,241.55	-36.80
100-4230-52545-000	Furnishings & Appliances	20,000.00	20,000.00	1,820.88	5,998.19	14,001.81	70.00
100-4230-52545-058	Furnishings & Appliances	0.00	0.00	0.00	208.91	-208.91	0.00
100-4230-52560-000	Equipment Services	10,000.00	10,000.00	20.27	1,947.35	8,052.65	80.80
100-4230-52620-000	Equipment Rental	2,500.00	2,500.00	110.35	869.83	1,630.17	65.60
Department: 4230 - FACILITY MAINTENANCE Total:		446,118.00	446,118.00	37,848.88	290,817.06	155,300.94	34.80
Department: 4260 - WAREHOUSE							
100-4260-51110-000	Salaries	0.00	0.00	0.00	4.00	-4.00	0.00
100-4260-51120-000	Hourly	103,385.00	103,385.00	11,125.17	46,086.26	57,298.74	55.60
100-4260-51130-000	Temporary Or Part-Time	28,174.00	28,174.00	3,992.01	23,106.39	5,067.61	17.60
100-4260-51150-000	Overtime-Unscheduled	1,140.00	1,140.00	0.00	57.30	1,082.70	94.80
100-4260-51190-000	PTO Paid Out	2,322.00	2,322.00	0.00	0.00	2,322.00	100.00
100-4260-51195-000	PTO Reserve Fund	995.00	995.00	0.00	0.00	995.00	100.00
100-4260-51211-000	Medical Insurance	21,166.00	21,166.00	1,763.83	10,582.99	10,583.01	50.00
100-4260-51212-000	Dental Insurance	914.00	914.00	76.17	457.01	456.99	50.00
100-4260-51213-000	Vision Insurance	192.00	192.00	16.00	96.00	96.00	50.00
100-4260-51216-000	Life Insurance	110.00	110.00	9.60	62.40	47.60	43.60
100-4260-51218-000	STD Insurance	306.00	306.00	25.20	161.88	144.12	47.60
100-4260-51230-000	Social Security	8,433.00	8,433.00	905.94	4,208.81	4,224.19	50.00
100-4260-51231-000	Medicare	1,972.00	1,972.00	211.89	984.41	987.59	50.00
100-4260-51251-000	ASRS	15,696.00	15,696.00	1,733.96	7,202.51	8,493.49	54.80
100-4260-51270-000	Workers Compensation	6,741.00	6,741.00	0.00	2,740.04	4,000.96	59.60
100-4260-51290-000	PEHP	3,200.00	3,200.00	0.00	1,909.60	1,290.40	40.80
100-4260-52110-000	Office Supplies	7,600.00	7,600.00	189.88	1,701.09	5,898.91	77.60
100-4260-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	973.23	1,026.77	51.60
100-4260-52130-000	Computer Supplies	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00
100-4260-52139-000	Operational Equipment	40,000.00	40,000.00	4,298.91	10,357.29	29,642.71	74.80
100-4260-52140-000	Operational Supplies	30,000.00	30,000.00	137.68	1,045.51	28,954.49	96.80
100-4260-52141-000	Uniforms	93,490.00	93,490.00	13,386.64	45,617.97	47,872.03	51.60
100-4260-52143-000	Station Supplies	15,000.00	15,000.00	12.67	1,887.71	13,112.29	87.60
100-4260-52144-000	Medical Supplies	90,000.00	90,000.00	15,930.36	131,348.99	-41,348.99	-45.60
100-4260-52145-000	Consumable Rehab Goods	5,000.00	5,000.00	0.00	376.58	4,623.42	92.40
100-4260-52146-000	Protective Equipment	130,000.00	130,000.00	2,096.67	23,531.65	106,468.35	81.60
100-4260-52146-015	Protective Equipment	0.00	0.00	0.00	5,890.67	-5,890.67	0.00
100-4260-52160-000	Dues, Memberships & Subscripti	600.00	600.00	0.00	0.00	600.00	100.00
100-4260-52170-000	Travel & Per Diem	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-4260-52180-000	Training	2,000.00	2,000.00	0.00	478.00	1,522.00	76.2
100-4260-52196-000	Employee Recognition	0.00	0.00	2,210.78	2,869.23	-2,869.23	0.0
100-4260-52227-000	Contract Labor	23,000.00	23,000.00	14,551.48	21,884.82	1,115.18	4.8
100-4260-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	101.34	674.94	1,325.06	66.2
100-4260-52320-000	Electric	3,500.00	3,500.00	213.16	2,003.49	1,496.51	42.5
100-4260-52325-000	Environmental Disposal	500.00	500.00	107.50	500.00	0.00	0.0
100-4260-52330-000	Natural Gas	1,500.00	1,500.00	39.44	221.93	1,278.07	85.2
100-4260-52340-000	Refuse Removal	1,000.00	1,000.00	174.82	605.95	394.05	39.4
100-4260-52350-000	Telephone	240.00	240.00	19.85	119.16	120.84	50.3
100-4260-52370-000	Water & Sewer	3,000.00	3,000.00	89.00	635.89	2,364.11	78.8
100-4260-52515-000	Batteries	6,000.00	6,000.00	459.60	1,469.96	4,530.04	75.2
100-4260-52535-000	Janitorial Supplies	30,000.00	30,000.00	815.86	10,695.13	19,304.87	64.3
100-4260-52551-000	SCBA Supplies	10,000.00	10,000.00	0.00	2,248.35	7,751.65	77.5
100-4260-52552-000	SCBA Services	12,000.00	12,000.00	0.00	405.60	11,594.40	96.6
100-4260-52560-000	Equipment Services	35,000.00	35,000.00	15,018.50	22,286.68	12,713.32	36.3
100-4260-52562-000	Fire Extinguisher Insp/Maint	1,000.00	1,000.00	0.00	505.42	494.58	49.4
100-4260-52620-000	Equipment Rental	5,000.00	5,000.00	0.00	0.00	5,000.00	100.0
Department: 4260 - WAREHOUSE Total:		748,176.00	748,176.00	89,713.91	387,994.84	360,181.16	48.2
FinancialRpt: 4 - Support Services Total:		4,227,157.00	4,227,157.00	370,826.68	2,348,719.43	1,878,437.57	44.4

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

100-9000-58000-000	Interfund Transfers	2,540,925.00	2,540,925.00	0.00	0.00	2,540,925.00	100.0
100-9000-59000-000	Contingency	7,500,000.00	7,500,000.00	0.00	0.00	7,500,000.00	100.0
Department: 9000 - NON-DEPARTMENTAL Total:		10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
FinancialRpt: 9 - Undesignated Total:		10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
Expense Total:		35,512,640.00	35,512,640.00	2,804,773.01	13,823,649.25	21,688,990.75	61.0
Fund: 100 - GENERAL FUND Surplus (Deficit):		0.00	0.00	-1,704,359.58	7,727,417.55	7,727,417.55	0.0

Fund: 110 - MEDICAL SELF INSURANCE

Revenue

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

110-9000-40000-000	Beginning Fund Balance	1,000,000.00	1,000,000.00	0.00	1,904,439.04	904,439.04	190.4
110-9000-42400-000	Medical Self Ins Billings	3,250,000.00	3,250,000.00	194,043.76	1,164,262.56	-2,085,737.44	64.2
110-9000-42401-000	Dental Self Ins Billings	0.00	0.00	8,535.53	42,819.09	42,819.09	0.0
110-9000-42402-000	Vision Self Ins Billings	0.00	0.00	1,793.08	10,758.48	10,758.48	0.0
110-9000-42410-000	Employee Medical Withholdings	0.00	0.00	222,350.84	1,262,821.15	1,262,821.15	0.0
110-9000-42411-000	Employee Dental Withholdings	0.00	0.00	837.80	4,037.07	4,037.07	0.0
110-9000-42412-000	Employee Vision Withholdings	0.00	0.00	3,540.92	20,886.61	20,886.61	0.0
Department: 9000 - NON-DEPARTMENTAL Total:		4,250,000.00	4,250,000.00	431,101.93	4,410,024.00	160,024.00	3.7
FinancialRpt: 9 - Undesignated Total:		4,250,000.00	4,250,000.00	431,101.93	4,410,024.00	160,024.00	3.7
Revenue Total:		4,250,000.00	4,250,000.00	431,101.93	4,410,024.00	160,024.00	3.7

Expense

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

110-9000-52700-000	Medical Claims	3,250,000.00	3,250,000.00	326,114.03	1,853,376.42	1,396,623.58	42.9
110-9000-52701-000	Dental Claims	0.00	0.00	6,854.96	36,013.19	-36,013.19	0.0
110-9000-52702-000	Vision Claims	0.00	0.00	1,520.00	5,988.00	-5,988.00	0.0
110-9000-52703-000	FSA Claims	0.00	0.00	3,294.27	14,379.56	-14,379.56	0.0
110-9000-52710-000	Administrative Fees	0.00	0.00	39,647.97	233,015.85	-233,015.85	0.0
110-9000-52715-000	Fees	0.00	0.00	15.00	162.57	-162.57	0.0

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Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
110-9000-59100-000	Ending Fund Balance	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	100.00
	Department: 9000 - NON-DEPARTMENTAL Total:	4,250,000.00	4,250,000.00	377,446.23	2,142,935.59	2,107,064.41	49.50
	FinancialRpt: 9 - Undesignated Total:	4,250,000.00	4,250,000.00	377,446.23	2,142,935.59	2,107,064.41	49.50
	Expense Total:	4,250,000.00	4,250,000.00	377,446.23	2,142,935.59	2,107,064.41	49.50
	Fund: 110 - MEDICAL SELF INSURANCE Surplus (Deficit):	0.00	0.00	53,655.70	2,267,088.41	2,267,088.41	0.00
Fund: 200 - WILDLAND FUND							
Revenue							
	FinancialRpt: 3 - Operational						
	Department: 3500 - OUT OF DISTRICT WILDLAND						
200-3500-42300-000	State Land Fires	200,000.00	200,000.00	625.09	238,197.90	38,197.90	119.50
	Department: 3500 - OUT OF DISTRICT WILDLAND Total:	200,000.00	200,000.00	625.09	238,197.90	38,197.90	119.50
	FinancialRpt: 3 - Operational Total:	200,000.00	200,000.00	625.09	238,197.90	38,197.90	119.50
	FinancialRpt: 9 - Undesignated						
	Department: 9000 - NON-DEPARTMENTAL						
200-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	394,014.20	394,014.20	0.00
	Department: 9000 - NON-DEPARTMENTAL Total:	0.00	0.00	0.00	394,014.20	394,014.20	0.00
	FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	394,014.20	394,014.20	0.00
	Revenue Total:	200,000.00	200,000.00	625.09	632,212.10	432,212.10	216.50
Expense							
	FinancialRpt: 3 - Operational						
	Department: 3500 - OUT OF DISTRICT WILDLAND						
200-3500-51110-000	Salaries	0.00	0.00	0.00	-240.04	240.04	0.00
200-3500-51120-000	Hourly	44,846.00	44,846.00	0.00	0.17	44,845.83	100.00
200-3500-51150-000	Overtime-Unscheduled	61,815.00	61,815.00	1,453.61	146,873.81	-85,058.81	-137.00
200-3500-51211-000	Medical Insurance	21,178.00	21,178.00	1,764.83	10,588.99	10,589.01	50.00
200-3500-51212-000	Dental Insurance	662.00	662.00	55.17	331.01	330.99	50.00
200-3500-51213-000	Vision Insurance	220.00	220.00	18.33	109.98	110.02	50.00
200-3500-51216-000	Life Insurance	0.00	0.00	0.84	49.47	-49.47	0.00
200-3500-51218-000	STD Insurance	0.00	0.00	3.15	185.62	-185.62	0.00
200-3500-51231-000	Medicare	6,211.00	6,211.00	20.24	2,085.74	4,125.26	66.00
200-3500-51250-000	PSPRS	16,368.00	16,368.00	299.01	28,319.31	-11,951.31	-73.00
200-3500-51280-000	Deferred Compensation	0.00	0.00	0.00	683.10	-683.10	0.00
200-3500-52140-000	Operational Supplies	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00
200-3500-52170-000	Travel & Per Diem	15,000.00	15,000.00	0.00	19,675.27	-4,675.27	-31.00
200-3500-52180-000	Training	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00
200-3500-52228-000	Contract-Aircraft Services	4,700.00	4,700.00	0.00	0.00	4,700.00	100.00
200-3500-52320-000	Electric	0.00	0.00	96.63	1,563.56	-1,563.56	0.00
200-3500-52330-000	Natural Gas	0.00	0.00	46.24	260.44	-260.44	0.00
200-3500-52340-000	Refuse Removal	0.00	0.00	0.00	22.05	-22.05	0.00
200-3500-52350-000	Telephone	0.00	0.00	107.72	431.79	-431.79	0.00
200-3500-52370-000	Water & Sewer	0.00	0.00	180.47	1,111.74	-1,111.74	0.00
200-3500-52450-000	Unemployment Insurance	0.00	0.00	0.00	2,664.87	-2,664.87	0.00
200-3500-52511-000	Fuel	0.00	0.00	0.00	740.58	-740.58	0.00
200-3500-52550-000	Equipment Supplies	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00
	Department: 3500 - OUT OF DISTRICT WILDLAND Total:	200,000.00	200,000.00	4,046.24	215,457.46	-15,457.46	-7.00
	FinancialRpt: 3 - Operational Total:	200,000.00	200,000.00	4,046.24	215,457.46	-15,457.46	-7.00
	Expense Total:	200,000.00	200,000.00	4,046.24	215,457.46	-15,457.46	-7.00
	Fund: 200 - WILDLAND FUND Surplus (Deficit):	0.00	0.00	-3,421.15	416,754.64	416,754.64	0.00

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Fund: 250 - AMBULANCE FUND							
Revenue							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
250-3400-42380-000	Ambulance Billings	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
	Department: 3400 - EMS Total:	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
	FinancialRpt: 3 - Operational Total:	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
	Revenue Total:	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
Expense							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
250-3400-51120-000	Hourly	1,763,062.00	1,763,062.00	0.00	0.00	1,763,062.00	100.0
250-3400-51211-000	Medical Insurance	272,720.00	272,720.00	22,726.67	136,360.02	136,359.98	50.0
250-3400-51212-000	Dental Insurance	8,522.00	8,522.00	710.17	4,261.02	4,260.98	50.0
250-3400-51213-000	Vision Insurance	2,841.00	2,841.00	236.75	1,420.50	1,420.50	50.0
250-3400-51231-000	Medicare	47,856.00	47,856.00	0.00	0.00	47,856.00	100.0
250-3400-51250-000	PSPRS	357,300.00	357,300.00	0.00	0.00	357,300.00	100.0
250-3400-52110-000	Office Supplies	3,336.00	3,336.00	0.00	0.00	3,336.00	100.0
250-3400-52115-000	Fees	2,564.00	2,564.00	474.84	2,087.32	476.68	18.2
250-3400-52117-000	Bad Debt Expense	588,808.00	588,808.00	0.00	0.00	588,808.00	100.0
250-3400-52118-000	Collection Fees	197,644.00	197,644.00	0.00	0.00	197,644.00	100.0
250-3400-52119-000	Rent Expense	72,000.00	72,000.00	0.00	0.00	72,000.00	100.0
250-3400-52120-000	Printing & Duplicating	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
250-3400-52140-000	Operational Supplies	63,960.00	63,960.00	0.00	0.00	63,960.00	100.0
250-3400-52141-000	Uniforms	12,510.00	12,510.00	0.00	0.00	12,510.00	100.0
250-3400-52150-000	Postage & Mailings	5,046.00	5,046.00	0.00	0.00	5,046.00	100.0
250-3400-52160-000	Dues, Memberships & Subscripti	2,000.00	2,000.00	220.00	1,309.18	690.82	34.5
250-3400-52170-000	Travel & Per Diem	669.00	669.00	0.00	0.00	669.00	100.0
250-3400-52177-000	Meals & Entertainment	2,107.00	2,107.00	0.00	0.00	2,107.00	100.0
250-3400-52180-000	Training	14,832.00	14,832.00	0.00	0.00	14,832.00	100.0
250-3400-52192-000	Public Affairs	829.00	829.00	0.00	0.00	829.00	100.0
250-3400-52210-000	Accounting & Auditing	3,440.00	3,440.00	0.00	0.00	3,440.00	100.0
250-3400-52223-000	Consultants-General	0.00	0.00	93,948.80	93,948.80	-93,948.80	0.0
250-3400-52227-000	Contract Labor	5,109.00	5,109.00	0.00	0.00	5,109.00	100.0
250-3400-52260-000	Legal	5,926.00	5,926.00	0.00	0.00	5,926.00	100.0
250-3400-52350-000	Telephone	4,200.00	4,200.00	0.00	0.00	4,200.00	100.0
250-3400-52390-000	Dispatch Services	116,424.00	116,424.00	0.00	0.00	116,424.00	100.0
250-3400-52430-000	Gen. Liab. & Auto Insurance	39,431.00	39,431.00	0.00	0.00	39,431.00	100.0
250-3400-52511-000	Fuel	19,877.00	19,877.00	0.00	0.00	19,877.00	100.0
250-3400-52544-000	Preventive Maintenance	56,163.00	56,163.00	0.00	0.00	56,163.00	100.0
250-3400-54140-000	Vehicles	87,640.00	87,640.00	0.00	0.00	87,640.00	100.0
	Department: 3400 - EMS Total:	3,758,316.00	3,758,316.00	118,317.23	239,386.84	3,518,929.16	93.1
	FinancialRpt: 3 - Operational Total:	3,758,316.00	3,758,316.00	118,317.23	239,386.84	3,518,929.16	93.1
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
250-9000-59000-000	Contingency	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
	FinancialRpt: 9 - Undesignated Total:	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
	Expense Total:	3,885,488.00	3,885,488.00	118,317.23	239,386.84	3,646,101.16	93.1
	Fund: 250 - AMBULANCE FUND Surplus (Deficit):	0.00	0.00	-118,317.23	-239,386.84	-239,386.84	0.0

Fund: 400 - CAPITAL PROJECTS**Revenue****FinancialRpt: 9 - Undesignated****Department: 9000 - NON-DEPARTMENTAL**

400-9000-40000-000	Beginning Fund Balance	500,000.00	500,000.00	0.00	2,086,619.83	1,586,619.83	417.5
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Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
400-9000-42395-000	Communication Contract R	60,000.00	60,000.00	6,090.44	26,081.76	-33,918.24	56.1
400-9000-46300-000	Gain On Disposition Of Assets	0.00	0.00	0.00	6,090.44	6,090.44	0.0
400-9000-48000-000	Transfers In	3,427,050.00	3,427,050.00	0.00	0.00	-3,427,050.00	100.0
Department: 9000 - NON-DEPARTMENTAL Total:		3,987,050.00	3,987,050.00	6,090.44	2,118,792.03	-1,868,257.97	46.1
FinancialRpt: 9 - Undesignated Total:		3,987,050.00	3,987,050.00	6,090.44	2,118,792.03	-1,868,257.97	46.1
Revenue Total:		3,987,050.00	3,987,050.00	6,090.44	2,118,792.03	-1,868,257.97	46.1
Expense							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
400-3400-54130-000	Furniture & Equipment	0.00	0.00	0.00	35,039.31	-35,039.31	0.0
Department: 3400 - EMS Total:		0.00	0.00	0.00	35,039.31	-35,039.31	0.0
FinancialRpt: 3 - Operational Total:		0.00	0.00	0.00	35,039.31	-35,039.31	0.0
FinancialRpt: 4 - Support Services							
Department: 4100 - INFORMATION TECHNOLOGY							
400-4100-54130-000	Furniture & Equipment	0.00	300,000.00	0.00	303,626.96	-3,626.96	-1.1
400-4100-54138-004	Computers & Software	115,000.00	115,000.00	0.00	0.00	115,000.00	100.0
Department: 4100 - INFORMATION TECHNOLOGY Total:		115,000.00	415,000.00	0.00	303,626.96	111,373.04	26.1
Department: 4200 - FLEET SERVICES							
400-4200-52513-000	Vehicle Parts	0.00	0.00	0.00	6,015.14	-6,015.14	0.0
400-4200-54140-003	Vehicles	1,220,000.00	1,220,000.00	0.00	708,648.57	511,351.43	41.9
Department: 4200 - FLEET SERVICES Total:		1,220,000.00	1,220,000.00	0.00	714,663.71	505,336.29	41.4
Department: 4230 - FACILITY MAINTENANCE							
400-4230-54110-053	Land & Improvements	75,000.00	75,000.00	0.00	0.00	75,000.00	100.0
400-4230-54110-055	Land & Improvements	225,000.00	225,000.00	0.00	0.00	225,000.00	100.0
400-4230-54123-055	Engineering & Architectural	0.00	0.00	161.04	3,297.43	-3,297.43	0.0
400-4230-54130-000	Furniture & Equipment	0.00	0.00	0.00	9,494.00	-9,494.00	0.0
Department: 4230 - FACILITY MAINTENANCE Total:		300,000.00	300,000.00	161.04	12,791.43	287,208.57	95.1
Department: 4260 - WAREHOUSE							
400-4260-54130-018	Furniture & Equipment	650,000.00	650,000.00	0.00	0.00	650,000.00	100.0
400-4260-54130-019	Furniture & Equipment	30,000.00	30,000.00	0.00	0.00	30,000.00	100.0
400-4260-54130-028	Furniture & Equipment	100,000.00	100,000.00	0.00	2,016.75	97,983.25	97.9
400-4260-54130-029	Furniture & Equipment	650,000.00	350,000.00	0.00	0.00	350,000.00	100.0
400-4260-54130-031	Furniture & Equipment	787,050.00	787,050.00	0.00	0.00	787,050.00	100.0
400-4260-54130-032	Furniture & Equipment	135,000.00	135,000.00	6,481.22	86,496.22	48,503.78	35.9
Department: 4260 - WAREHOUSE Total:		2,352,050.00	2,052,050.00	6,481.22	88,512.97	1,963,537.03	95.1
FinancialRpt: 4 - Support Services Total:		3,987,050.00	3,987,050.00	6,642.26	1,119,595.07	2,867,454.93	71.1
Expense Total:		3,987,050.00	3,987,050.00	6,642.26	1,154,634.38	2,832,415.62	71.1
Fund: 400 - CAPITAL PROJECTS Surplus (Deficit):		0.00	0.00	-551.82	964,157.65	964,157.65	0.0
Fund: 450 - CAPITAL RESERVE							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
450-9000-40000-000	Beginning Fund Balance	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Department: 9000 - NON-DEPARTMENTAL Total:		2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
FinancialRpt: 9 - Undesignated Total:		2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Revenue Total:		2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Expense							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
450-9000-58000-000	Interfund Transfers	886,125.00	886,125.00	0.00	0.00	886,125.00	100.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
450-9000-59100-000	Ending Fund Balance	1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.00
	Department: 9000 - NON-DEPARTMENTAL Total:	2,093,618.00	2,093,618.00	0.00	0.00	2,093,618.00	100.00
	FinancialRpt: 9 - Undesignated Total:	2,093,618.00	2,093,618.00	0.00	0.00	2,093,618.00	100.00
	Expense Total:	2,093,618.00	2,093,618.00	0.00	0.00	2,093,618.00	100.00
	Fund: 450 - CAPITAL RESERVE Surplus (Deficit):	0.00	0.00	0.00	2,093,618.00	2,093,618.00	0.00
Fund: 480 - GRANT PROGRAM							
Revenue							
FinancialRpt: 2 - Community Safety							
Department: 2200 - SPECIAL PROJECTS							
480-2200-47000-033	Grant Revenue	0.00	0.00	0.00	7,753.76	7,753.76	0.00
480-2200-47000-117	Grant Revenue	0.00	0.00	63,396.00	315,698.00	315,698.00	0.00
480-2200-47000-120	Grant Revenue	0.00	0.00	0.00	4,889.01	4,889.01	0.00
	Department: 2200 - SPECIAL PROJECTS Total:	0.00	0.00	63,396.00	328,340.77	328,340.77	0.00
	FinancialRpt: 2 - Community Safety Total:	0.00	0.00	63,396.00	328,340.77	328,340.77	0.00
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
480-9000-40000-000	Beginning Fund Balance	1,000,000.00	1,000,000.00	0.00	1,199,313.32	199,313.32	119.90
480-9000-47000-000	Grant Revenue	1,500,000.00	1,500,000.00	0.00	0.00	-1,500,000.00	100.00
	Department: 9000 - NON-DEPARTMENTAL Total:	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.00
	FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.00
	Revenue Total:	2,500,000.00	2,500,000.00	63,396.00	1,527,654.09	-972,345.91	38.00
Expense							
FinancialRpt: 2 - Community Safety							
Department: 2200 - SPECIAL PROJECTS							
480-2200-51120-117	Hourly	0.00	84,353.38	63,482.65	280,460.59	-196,107.21	-232.40
480-2200-51140-117	Holiday Pay	0.00	1,912.96	1,161.12	7,481.46	-5,568.50	-291.00
480-2200-51150-117	Overtime-Unscheduled	0.00	11,100.46	13,764.75	47,905.40	-36,804.94	-331.50
480-2200-51150-120	Overtime-Unscheduled	0.00	1,165.24	0.00	1,165.24	0.00	0.00
480-2200-51211-117	Medical Insurance	0.00	14,935.52	0.00	0.00	14,935.52	100.00
480-2200-51211-120	Medical Insurance	0.00	17.07	0.00	0.00	17.07	100.00
480-2200-51212-117	Dental Insurance	0.00	579.88	0.00	0.00	579.88	100.00
480-2200-51212-120	Dental Insurance	0.00	0.68	0.00	0.00	0.68	100.00
480-2200-51216-117	Life Insurance	0.00	115.20	52.53	326.58	-211.38	-183.40
480-2200-51216-120	Life Insurance	0.00	0.10	0.00	0.10	0.00	0.00
480-2200-51218-117	STD Insurance	0.00	319.52	162.35	954.16	-634.64	-198.00
480-2200-51218-120	STD Insurance	0.00	0.39	0.00	0.39	0.00	0.00
480-2200-51231-117	Medicare	0.00	1,361.06	1,102.80	4,688.39	-3,327.33	-244.40
480-2200-51231-120	Medicare	0.00	16.88	0.00	16.88	0.00	0.00
480-2200-51250-117	PSPRS	0.00	19,992.25	16,128.70	69,047.93	-49,055.68	-245.50
480-2200-51250-120	PSPRS	0.00	239.66	0.00	239.66	0.00	0.00
480-2200-51270-117	Workers Compensation	0.00	0.00	0.00	6,718.28	-6,718.28	0.00
480-2200-52139-120	Operational Equipment	0.00	79.00	0.00	79.00	0.00	0.00
480-2200-52170-033	Travel & Per Diem	0.00	0.00	0.00	6,253.76	-6,253.76	0.00
480-2200-52180-033	Training	0.00	0.00	0.00	1,500.00	-1,500.00	0.00
480-2200-52180-120	Training	0.00	0.00	0.00	1,840.49	-1,840.49	0.00
	Department: 2200 - SPECIAL PROJECTS Total:	0.00	136,189.25	95,854.90	428,678.31	-292,489.06	-214.70
	FinancialRpt: 2 - Community Safety Total:	0.00	136,189.25	95,854.90	428,678.31	-292,489.06	-214.70

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Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
480-9000-57000-000	Unfunded Grant Expenses	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
	FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
	Expense Total:	2,500,000.00	2,500,000.00	95,854.90	428,678.31	2,071,321.69	82.8
	Fund: 480 - GRANT PROGRAM Surplus (Deficit):	0.00	0.00	-32,458.90	1,098,975.78	1,098,975.78	0.0
Fund: 500 - GO DEBT SERVICE							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
500-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	982,236.83	982,236.83	0.0
500-9000-41100-000	Property Taxes-CY	3,033,271.00	3,033,271.00	110,825.85	1,615,589.32	-1,417,681.68	46.3
500-9000-41150-000	Property Taxes-PY	0.00	0.00	534.89	52,175.03	52,175.03	0.0
500-9000-43100-000	Investment Revenue	0.00	0.00	571.08	2,101.82	2,101.82	0.0
500-9000-49150-000	Build America Bond Rebate	140,000.00	140,000.00	0.00	0.00	-140,000.00	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	3,173,271.00	3,173,271.00	111,931.82	2,652,103.00	-521,168.00	16.4
	FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	111,931.82	2,652,103.00	-521,168.00	16.4
	Revenue Total:	3,173,271.00	3,173,271.00	111,931.82	2,652,103.00	-521,168.00	16.4
Expense							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
500-9000-52116-000	Bond Administrative Fees	5,000.00	5,000.00	0.00	1,295.00	3,705.00	74.1
500-9000-53021-000	2007 Series A Bond Principal	570,000.00	570,000.00	0.00	570,000.00	0.00	0.0
500-9000-53022-000	2010 Series A Bond Principal	455,000.00	455,000.00	0.00	0.00	455,000.00	100.0
500-9000-53023-000	2014 Series Refunding Bond Principal	805,000.00	805,000.00	0.00	0.00	805,000.00	100.0
500-9000-53121-000	2007 Series A Bond Interest	471,662.00	471,662.00	229,762.61	471,647.35	14.65	0.0
500-9000-53122-000	2010 Series A Bond Interest	481,859.00	481,859.00	240,929.50	240,929.50	240,929.50	50.0
500-9000-53123-000	2014 Series Refunding Bond Interest	234,750.00	234,750.00	117,375.00	117,375.00	117,375.00	50.0
500-9000-59000-000	Contingency	150,000.00	150,000.00	0.00	0.00	150,000.00	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	3,173,271.00	3,173,271.00	588,067.11	1,401,246.85	1,772,024.15	55.8
	FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	588,067.11	1,401,246.85	1,772,024.15	55.8
	Expense Total:	3,173,271.00	3,173,271.00	588,067.11	1,401,246.85	1,772,024.15	55.8
	Fund: 500 - GO DEBT SERVICE Surplus (Deficit):	0.00	0.00	-476,135.29	1,250,856.15	1,250,856.15	0.0
	Report Surplus (Deficit):	0.00	0.00	-2,281,588.27	15,579,481.34	15,579,481.34	0.0

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For Fiscal: 2015-2016 Period Ending: 12/31/2015

Group Summa

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Fund: 100 - GENERAL FUND						
Revenue						
FinancialRpt: 2 - Community Safety						
2100 - PREVENTION & SAFETY	110,000.00	110,000.00	21,138.00	140,779.08	30,779.08	27.9
2300 - BEHAVIORAL HLTH/COMM SVC	0.00	0.00	30.00	245.00	245.00	0.0
FinancialRpt: 2 - Community Safety Total:	110,000.00	110,000.00	21,168.00	141,024.08	31,024.08	28.7
FinancialRpt: 3 - Operational						
3100 - TRAINING	24,000.00	24,000.00	1,340.00	10,982.50	-13,017.50	54.7
3400 - EMS	0.00	0.00	226.80	5,281.54	5,281.54	0.0
FinancialRpt: 3 - Operational Total:	24,000.00	24,000.00	1,566.80	16,264.04	-7,735.96	32.7
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	35,378,640.00	35,378,640.00	1,077,678.63	21,393,778.68	-13,984,861.32	39.9
FinancialRpt: 9 - Undesignated Total:	35,378,640.00	35,378,640.00	1,077,678.63	21,393,778.68	-13,984,861.32	39.9
Revenue Total:	35,512,640.00	35,512,640.00	1,100,413.43	21,551,066.80	-13,961,573.20	39.9
Expense						
FinancialRpt: 1 - Administrative Costs						
1200 - FIRE CHIEF	244,619.00	244,619.00	28,158.26	123,110.69	121,508.31	49.6
1220 - FIRE OPERATIONS - ADMIN	356,878.00	356,878.00	39,110.75	165,666.67	191,211.33	53.9
1230 - ADMINISTRATIVE SERVICES	621,321.00	621,321.00	28,110.94	277,731.37	343,589.63	55.9
1240 - HUMAN RESOURCES	468,733.00	468,733.00	54,923.57	223,310.71	245,422.29	52.9
1250 - FINANCE	505,144.00	505,144.00	53,049.07	258,846.62	246,297.38	48.7
1280 - COMMUNITY AFFAIRS	205,855.00	205,855.00	17,204.01	72,001.00	133,854.00	65.0
FinancialRpt: 1 - Administrative Costs Total:	2,402,550.00	2,402,550.00	220,556.60	1,120,667.06	1,281,882.94	53.9
FinancialRpt: 2 - Community Safety						
2100 - PREVENTION & SAFETY	1,153,492.00	1,153,492.00	116,755.95	529,811.62	623,680.38	54.0
2250 - HEALTH & SAFETY	45,517.00	45,517.00	580.10	11,478.77	34,038.23	74.7
2300 - BEHAVIORAL HLTH/COMM SVC	178,023.00	178,023.00	18,771.94	83,710.16	94,312.84	52.9
FinancialRpt: 2 - Community Safety Total:	1,377,032.00	1,377,032.00	136,107.99	625,000.55	752,031.45	54.0
FinancialRpt: 3 - Operational						
3100 - TRAINING	498,062.00	498,062.00	67,726.81	238,517.73	259,544.27	52.7
3110 - BATTALION CHIEFS	1,824,662.00	1,824,662.00	208,283.40	901,925.30	922,736.70	50.9
3300 - FIRE/RESCUE SERVICES	14,288,885.00	14,288,885.00	1,716,365.56	8,244,617.38	6,044,267.62	42.9
3400 - EMS	853,367.00	853,367.00	84,905.97	344,201.80	509,165.20	59.6
FinancialRpt: 3 - Operational Total:	17,464,976.00	17,464,976.00	2,077,281.74	9,729,262.21	7,735,713.79	44.7
FinancialRpt: 4 - Support Services						
4100 - INFORMATION TECHNOLOGY	787,460.00	787,460.00	50,288.03	521,598.56	265,861.44	33.7
4150 - COMMUNICATIONS	1,010,156.00	1,010,156.00	91,715.58	537,604.93	472,551.07	46.7
4200 - FLEET SERVICES	1,235,247.00	1,235,247.00	101,260.28	610,704.04	624,542.96	50.9
4230 - FACILITY MAINTENANCE	446,118.00	446,118.00	37,848.88	290,817.06	155,300.94	34.8
4260 - WAREHOUSE	748,176.00	748,176.00	89,713.91	387,994.84	360,181.16	48.7
FinancialRpt: 4 - Support Services Total:	4,227,157.00	4,227,157.00	370,826.68	2,348,719.43	1,878,437.57	44.4
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
FinancialRpt: 9 - Undesignated Total:	10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
Expense Total:	35,512,640.00	35,512,640.00	2,804,773.01	13,823,649.25	21,688,990.75	61.0
Fund: 100 - GENERAL FUND Surplus (Deficit):	0.00	0.00	-1,704,359.58	7,727,417.55	7,727,417.55	0.0
Fund: 110 - MEDICAL SELF INSURANCE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,250,000.00	4,250,000.00	431,101.93	4,410,024.00	160,024.00	3.7
FinancialRpt: 9 - Undesignated Total:	4,250,000.00	4,250,000.00	431,101.93	4,410,024.00	160,024.00	3.7
Revenue Total:	4,250,000.00	4,250,000.00	431,101.93	4,410,024.00	160,024.00	3.7

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,250,000.00	4,250,000.00	377,446.23	2,142,935.59	2,107,064.41	49.1
FinancialRpt: 9 - Undesignated Total:	4,250,000.00	4,250,000.00	377,446.23	2,142,935.59	2,107,064.41	49.1
Expense Total:	4,250,000.00	4,250,000.00	377,446.23	2,142,935.59	2,107,064.41	49.1
Fund: 110 - MEDICAL SELF INSURANCE Surplus (Deficit):	0.00	0.00	53,655.70	2,267,088.41	2,267,088.41	0.0
Fund: 200 - WILDLAND FUND						
Revenue						
FinancialRpt: 3 - Operational						
3500 - OUT OF DISTRICT WILDLAND	200,000.00	200,000.00	625.09	238,197.90	38,197.90	19.1
FinancialRpt: 3 - Operational Total:	200,000.00	200,000.00	625.09	238,197.90	38,197.90	19.1
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	0.00	0.00	0.00	394,014.20	394,014.20	0.0
FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	394,014.20	394,014.20	0.0
Revenue Total:	200,000.00	200,000.00	625.09	632,212.10	432,212.10	216.1
Expense						
FinancialRpt: 3 - Operational						
3500 - OUT OF DISTRICT WILDLAND	200,000.00	200,000.00	4,046.24	215,457.46	-15,457.46	-7.1
FinancialRpt: 3 - Operational Total:	200,000.00	200,000.00	4,046.24	215,457.46	-15,457.46	-7.1
Expense Total:	200,000.00	200,000.00	4,046.24	215,457.46	-15,457.46	-7.1
Fund: 200 - WILDLAND FUND Surplus (Deficit):	0.00	0.00	-3,421.15	416,754.64	416,754.64	0.0
Fund: 250 - AMBULANCE FUND						
Revenue						
FinancialRpt: 3 - Operational						
3400 - EMS	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
FinancialRpt: 3 - Operational Total:	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
Revenue Total:	3,885,488.00	3,885,488.00	0.00	0.00	-3,885,488.00	100.0
Expense						
FinancialRpt: 3 - Operational						
3400 - EMS	3,758,316.00	3,758,316.00	118,317.23	239,386.84	3,518,929.16	93.1
FinancialRpt: 3 - Operational Total:	3,758,316.00	3,758,316.00	118,317.23	239,386.84	3,518,929.16	93.1
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
FinancialRpt: 9 - Undesignated Total:	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
Expense Total:	3,885,488.00	3,885,488.00	118,317.23	239,386.84	3,646,101.16	93.1
Fund: 250 - AMBULANCE FUND Surplus (Deficit):	0.00	0.00	-118,317.23	-239,386.84	-239,386.84	0.0
Fund: 400 - CAPITAL PROJECTS						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,987,050.00	3,987,050.00	6,090.44	2,118,792.03	-1,868,257.97	46.1
FinancialRpt: 9 - Undesignated Total:	3,987,050.00	3,987,050.00	6,090.44	2,118,792.03	-1,868,257.97	46.1
Revenue Total:	3,987,050.00	3,987,050.00	6,090.44	2,118,792.03	-1,868,257.97	46.1
Expense						
FinancialRpt: 3 - Operational						
3400 - EMS	0.00	0.00	0.00	35,039.31	-35,039.31	0.0
FinancialRpt: 3 - Operational Total:	0.00	0.00	0.00	35,039.31	-35,039.31	0.0
FinancialRpt: 4 - Support Services						
4100 - INFORMATION TECHNOLOGY	115,000.00	415,000.00	0.00	303,626.96	111,373.04	26.1
4200 - FLEET SERVICES	1,220,000.00	1,220,000.00	0.00	714,663.71	505,336.29	41.1
4230 - FACILITY MAINTENANCE	300,000.00	300,000.00	161.04	12,791.43	287,208.57	95.1
4260 - WAREHOUSE	2,352,050.00	2,052,050.00	6,481.22	88,512.97	1,963,537.03	95.1

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
FinancialRpt: 4 - Support Services Total:	3,987,050.00	3,987,050.00	6,642.26	1,119,595.07	2,867,454.93	71.9
Expense Total:	3,987,050.00	3,987,050.00	6,642.26	1,154,634.38	2,832,415.62	71.0
Fund: 400 - CAPITAL PROJECTS Surplus (Deficit):	0.00	0.00	-551.82	964,157.65	964,157.65	0.0
Fund: 450 - CAPITAL RESERVE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
FinancialRpt: 9 - Undesignated Total:	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Revenue Total:	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,093,618.00	2,093,618.00	0.00	0.00	2,093,618.00	100.0
FinancialRpt: 9 - Undesignated Total:	2,093,618.00	2,093,618.00	0.00	0.00	2,093,618.00	100.0
Expense Total:	2,093,618.00	2,093,618.00	0.00	0.00	2,093,618.00	100.0
Fund: 450 - CAPITAL RESERVE Surplus (Deficit):	0.00	0.00	0.00	2,093,618.00	2,093,618.00	0.0
Fund: 480 - GRANT PROGRAM						
Revenue						
FinancialRpt: 2 - Community Safety						
2200 - SPECIAL PROJECTS	0.00	0.00	63,396.00	328,340.77	328,340.77	0.0
FinancialRpt: 2 - Community Safety Total:	0.00	0.00	63,396.00	328,340.77	328,340.77	0.0
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.0
FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.0
Revenue Total:	2,500,000.00	2,500,000.00	63,396.00	1,527,654.09	-972,345.91	38.0
Expense						
FinancialRpt: 2 - Community Safety						
2200 - SPECIAL PROJECTS	0.00	136,189.25	95,854.90	428,678.31	-292,489.06	-214.0
FinancialRpt: 2 - Community Safety Total:	0.00	136,189.25	95,854.90	428,678.31	-292,489.06	-214.0
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
Expense Total:	2,500,000.00	2,500,000.00	95,854.90	428,678.31	2,071,321.69	82.0
Fund: 480 - GRANT PROGRAM Surplus (Deficit):	0.00	0.00	-32,458.90	1,098,975.78	1,098,975.78	0.0
Fund: 500 - GO DEBT SERVICE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,173,271.00	3,173,271.00	111,931.82	2,652,103.00	-521,168.00	16.0
FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	111,931.82	2,652,103.00	-521,168.00	16.0
Revenue Total:	3,173,271.00	3,173,271.00	111,931.82	2,652,103.00	-521,168.00	16.0
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,173,271.00	3,173,271.00	588,067.11	1,401,246.85	1,772,024.15	55.0
FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	588,067.11	1,401,246.85	1,772,024.15	55.0
Expense Total:	3,173,271.00	3,173,271.00	588,067.11	1,401,246.85	1,772,024.15	55.0
Fund: 500 - GO DEBT SERVICE Surplus (Deficit):	0.00	0.00	-476,135.29	1,250,856.15	1,250,856.15	0.0
Report Surplus (Deficit):	0.00	0.00	-2,281,588.27	15,579,481.34	15,579,481.34	0.0

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 12/31/2015

Fund Summa

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	0.00	0.00	-1,704,359.58	7,727,417.55	7,727,417.55
110 - MEDICAL SELF INSURANCE	0.00	0.00	53,655.70	2,267,088.41	2,267,088.41
200 - WILDLAND FUND	0.00	0.00	-3,421.15	416,754.64	416,754.64
250 - AMBULANCE FUND	0.00	0.00	-118,317.23	-239,386.84	-239,386.84
400 - CAPITAL PROJECTS	0.00	0.00	-551.82	964,157.65	964,157.65
450 - CAPITAL RESERVE	0.00	0.00	0.00	2,093,618.00	2,093,618.00
480 - GRANT PROGRAM	0.00	0.00	-32,458.90	1,098,975.78	1,098,975.78
500 - GO DEBT SERVICE	0.00	0.00	-476,135.29	1,250,856.15	1,250,856.15
Report Surplus (Deficit):	0.00	0.00	-2,281,588.27	15,579,481.34	15,579,481.34

Attachment: Dec 2015 Monthly Budget Report (FR-2016-2 : Financial Reports)



Monthly Board Report-Pooled Cash Report

NORTHWEST FIRE DISTRICT AZ

For the Period Ending 12/31/2015

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
CLAIM ON CASH					
100-11015-000	Claim on Pooled Cash	9,628,735.92	(2,251,920.50)	7,376,815.42	
110-11015-000	Claim on Pooled Cash	2,334,223.76	(57,565.35)	2,276,658.41	
200-11015-000	Claim on Pooled Cash	246,826.03	9,143.94	255,969.97	
250-11015-000	Claim on Pooled Cash	(121,069.61)	(24,368.43)	(145,438.04)	
400-11015-000	Claim on Pooled Cash	1,555,674.18	(490,571.55)	1,065,102.63	
410-11015-000	Claim on Pooled Cash	0.00	0.00	0.00	
450-11015-000	Claim on Pooled Cash	2,093,618.00	0.00	2,093,618.00	
480-11015-000	Claim on Pooled Cash	1,138,914.77	(32,700.84)	1,106,213.93	
500-11015-000	Claim on Pooled Cash	1,688,095.62	(476,135.29)	1,211,960.33	
TOTAL CLAIM ON CASH		18,565,018.67	(3,324,118.02)	15,240,900.65	
CASH IN BANK					
Cash in Bank					
999-11000-000	Wells Fargo - Operating Account	1,457,978.62	(430,388.70)	1,027,589.92	
999-11020-000	Cash On Deposit With County	14,290,517.16	(2,424,911.04)	11,865,606.12	
999-11030-000	Bond Levy	1,689,970.16	(476,135.29)	1,213,834.87	
999-11040-000	Bond Proceeds	0.00	0.00	0.00	
999-11041-000	Tax Exempt 2010 Bond Proceeds	0.00	0.00	0.00	
999-11042-000	BABS 2010 Bond Proceeds	0.00	0.00	0.00	
999-11050-000	JP Morgan Chase	0.00	0.00	0.00	
999-11060-000	Wells Fargo Bank-Ins Self Fund	22,803.25	6,690.73	29,493.98	
999-11070-000	Valley Schools Empl Ben Trust	702,114.89	0.00	702,114.89	
999-11080-000	Wells Fargo-Savings Account	401,247.07	51.12	401,298.19	
999-11090-000	Wells Fargo-Ambulance Account	387.52	575.16	962.68	
999-11135-000	Reserve-Unrealized Gains/Losse	0.00	0.00	0.00	
TOTAL: Cash in Bank		18,565,018.67	(3,324,118.02)	15,240,900.65	
Wages Payable					
999-21110-000	Accrued Salaries & Wages	0.00	0.00	0.00	
TOTAL: Wages Payable		0.00	0.00	0.00	
TOTAL CASH IN BANK		18,565,018.67	(3,324,118.02)	15,240,900.65	
DUE TO OTHER FUNDS					
999-28000-000	Due to Other Funds	18,565,018.67	(3,324,118.02)	15,240,900.65	
TOTAL DUE TO OTHER FUNDS		18,565,018.67	(3,324,118.02)	15,240,900.65	
Claim on Cash	15,240,900.65	Claim on Cash	15,240,900.65	Cash in Bank	15,240,900.65
Cash in Bank	15,240,900.65	Due To Other Funds	15,240,900.65	Due To Other Funds	15,240,900.65
Difference	0.00	Difference	0.00	Difference	0.00

Attachment: Dec 2015 Monthly Board Report-Pooled Cash Report (FR-2016-2 : Financial Reports)

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>ACCOUNTS PAYABLE PENDING</u>					
100-21000-000	Accounts Payable	535,993.71	(467,497.24)	68,496.47	
110-21000-000	Accounts Payable	120,791.05	(111,221.05)	9,570.00	
200-21000-000	Accounts Payable	16,411.00	0.00	16,411.00	
250-21000-000	Accounts Payable	0.00	93,948.80	93,948.80	
400-21000-000	Accounts Payable	590,964.71	(490,019.73)	100,944.98	
410-21000-000	Accounts Payable	0.00	0.00	0.00	
410-21000-058	Accounts Payable	0.00	0.00	0.00	
480-21000-000	Accounts Payable	601.86	(40.86)	561.00	
500-21000-000	Accounts Payable	0.00	0.00	0.00	
TOTAL ACCOUNTS PAYABLE PENDING		<u>1,264,762.33</u>	<u>(974,830.08)</u>	<u>289,932.25</u>	
<u>DUE FROM OTHER FUNDS</u>					
999-18000-000	Due from Other Funds	<u>1,264,762.33</u>	<u>(974,830.08)</u>	<u>289,932.25</u>	
TOTAL DUE FROM OTHER FUNDS		<u>1,264,762.33</u>	<u>(974,830.08)</u>	<u>289,932.25</u>	
<u>ACCOUNTS PAYABLE</u>					
999-21000-000	Accounts Payable	<u>1,264,762.33</u>	<u>(974,830.08)</u>	<u>289,932.25</u>	
TOTAL ACCOUNTS PAYABLE		<u>1,264,762.33</u>	<u>(974,830.08)</u>	<u>289,932.25</u>	
AP Pending	289,932.25	AP Pending	289,932.25	Due From Other Funds	289,932.25
Due From Other Funds	<u>289,932.25</u>	Accounts Payable	<u>289,932.25</u>	Accounts Payable	<u>289,932.25</u>
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

REAL ESTATE & PERSONAL PROPERTY TAXES-C/Y														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2015-16	\$ 25,924,140	\$ -	\$ -	\$ 1,821,250	\$ 5,854,183	\$ 5,186,122	\$ 947,243	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,808,798
Monthly % of Levy		0.000%	0.000%	7.025%	22.582%	20.005%	3.654%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	7.025%	29.607%	49.612%	53.266%	53.266%	53.266%	53.266%	53.266%	53.266%	53.266%	53.266%
2014-15	\$ 25,400,000	\$ -	\$ 2,946	\$ 1,852,017	\$ 6,007,635	\$ 4,591,230	\$ 1,044,720	\$ 271,863	\$ 697,495	\$ 1,218,998	\$ 4,421,556	\$ 4,271,702	\$ 113,283	\$ 24,493,444
Monthly % of Levy		0.000%	0.012%	7.291%	23.652%	18.076%	4.113%	1.070%	2.746%	4.799%	17.408%	16.818%	0.446%	
YTD % of Levy		0.000%	0.012%	7.303%	30.955%	49.031%	53.144%	54.214%	56.960%	61.759%	79.167%	95.985%	96.431%	96.431%
2013-14	\$ 25,400,000	\$ -	\$ 2,660	\$ 1,937,990	\$ 6,649,298	\$ 4,092,914	\$ 863,852	\$ 326,319	\$ 775,037	\$ 1,541,095	\$ 4,918,535	\$ 3,419,578	\$ 122,771	\$ 24,650,049
Monthly % of Levy		0.000%	0.010%	7.630%	26.178%	16.114%	3.401%	1.285%	3.051%	6.067%	19.364%	13.463%	0.483%	
YTD % of Levy		0.000%	0.010%	7.640%	33.819%	49.933%	53.334%	54.618%	57.670%	63.737%	83.101%	96.564%	97.047%	97.047%
2012-13	\$ 25,399,140	\$ -	\$ -	\$ 1,335,058	\$ 5,560,008	\$ 5,664,794	\$ 929,773	\$ 328,893	\$ 827,770	\$ 1,068,033	\$ 5,392,724	\$ 3,351,122	\$ 137,206	\$ 24,595,383
Monthly % of Levy		0.000%	0.000%	5.256%	21.891%	22.303%	3.661%	1.295%	3.259%	4.205%	21.232%	13.194%	0.540%	
YTD % of Levy		0.000%	0.000%	5.256%	27.147%	49.450%	53.111%	54.405%	57.665%	61.870%	83.101%	96.295%	96.835%	96.835%
2011-12	\$ 25,399,140	\$ -	\$ -	\$ 1,650,151	\$ 3,567,889	\$ 6,875,068	\$ 925,571	\$ 495,719	\$ 954,994	\$ 969,874	\$ 4,936,042	\$ 3,764,673	\$ 52,299	\$ 24,192,281
Monthly % of Levy		0.000%	0.000%	6.497%	14.047%	27.088%	3.644%	1.952%	3.760%	3.819%	19.434%	14.822%	0.206%	
YTD % of Levy		0.000%	0.000%	6.497%	20.544%	47.612%	51.256%	53.208%	56.968%	60.787%	80.220%	95.043%	95.248%	95.248%
2010-11	\$ 25,424,490	\$ -	\$ -	\$ 1,626,622	\$ 5,976,384	\$ 4,506,539	\$ 884,570	\$ 410,213	\$ 880,080	\$ 1,077,259	\$ 2,750,102	\$ 5,963,732	\$ 126,086	\$ 24,201,587
Monthly % of Levy		0.000%	0.000%	6.398%	23.506%	17.725%	3.479%	1.613%	3.462%	4.237%	10.817%	23.457%	0.496%	
YTD % of Levy		0.000%	0.000%	6.398%	29.904%	47.629%	51.109%	52.722%	56.184%	60.421%	71.237%	94.694%	95.190%	95.190%
2009-10	\$ 25,424,188	\$ -	\$ -	\$ 802,742	\$ 7,857,449	\$ 3,353,759	\$ 826,777	\$ 411,854	\$ 697,545	\$ 1,172,878	\$ 3,829,984	\$ 4,761,419	\$ 186,230	\$ 23,900,637
Monthly % of Levy		0.000%	0.000%	3.157%	30.905%	13.191%	3.252%	1.620%	2.744%	4.613%	15.064%	18.728%	0.732%	
YTD % of Levy		0.000%	0.000%	3.157%	34.063%	47.254%	50.508%	52.126%	54.869%	59.483%	74.547%	93.275%	94.007%	94.007%
2008-09	\$ 25,423,847	\$ 100,572	\$ 210,969	\$ 1,270,465	\$ 5,354,603	\$ 5,318,734	\$ 718,692	\$ 291,862	\$ 723,604	\$ 1,046,299	\$ 4,092,127	\$ 4,591,292	\$ 51,124	\$ 23,770,344
Monthly % of Levy		0.396%	0.830%	4.997%	21.061%	20.920%	2.827%	1.148%	2.846%	4.115%	16.096%	18.059%	0.201%	
YTD % of Levy		0.396%	1.225%	6.223%	27.284%	48.204%	51.031%	52.179%	55.025%	59.141%	75.236%	93.295%	93.496%	93.496%
2007-08	\$ 23,021,889	\$ 7,708	\$ 27,523	\$ 1,284,908	\$ 4,900,617	\$ 5,135,249	\$ 702,350	\$ 322,925	\$ 764,651	\$ 872,057	\$ 2,536,046	\$ 5,491,405	\$ 31,785	\$ 22,077,225
Monthly % of Levy		0.033%	0.120%	5.581%	21.287%	22.306%	3.051%	1.403%	3.321%	3.788%	11.016%	23.853%	0.138%	
YTD % of Levy		0.033%	0.153%	5.734%	27.021%	49.327%	52.378%	53.780%	57.102%	60.890%	71.906%	95.759%	95.897%	95.897%
2006-07	\$ 19,409,941	\$ 16,254	\$ 11,170	\$ 1,300,967	\$ 4,014,200	\$ 4,073,080	\$ 716,330	\$ 357,898	\$ 864,159	\$ 806,595	\$ 3,745,238	\$ 2,841,428	\$ 26,212	\$ 18,773,531
Monthly % of Levy		0.084%	0.058%	6.703%	20.681%	20.985%	3.691%	1.844%	4.452%	4.156%	19.295%	14.639%	0.135%	
YTD % of Levy		0.084%	0.141%	6.844%	27.525%	48.510%	52.200%	54.044%	58.496%	62.652%	81.947%	96.566%	96.721%	96.721%
2005-06	\$ 16,217,014	\$ 11,259	\$ 4,410	\$ 940,130	\$ 4,221,322	\$ 2,923,149	\$ 452,513	\$ 296,989	\$ 512,421	\$ 791,101	\$ 4,721,819	\$ 905,142	\$ 34,322	\$ 15,814,577
Monthly % of Levy		0.069%	0.027%	5.797%	26.030%	18.025%	2.790%	1.831%	3.160%	4.878%	29.116%	5.581%	0.212%	
YTD % of Levy		0.069%	0.097%	5.894%	31.924%	49.949%	52.740%	54.571%	57.731%	62.609%	91.725%	97.307%	97.518%	97.518%
2004-05	\$ 15,021,641	\$ 1,655	\$ 7,758	\$ 1,013,022	\$ 6,098,452	\$ 401,280	\$ 414,200	\$ 176,807	\$ 488,248	\$ 648,644	\$ 3,428,820	\$ 1,850,117	\$ 24,926	\$ 14,553,929
Monthly % of Levy		0.011%	0.052%	6.744%	40.598%	2.671%	2.757%	1.177%	3.250%	4.318%	22.826%	12.316%	0.166%	
YTD % of Levy		0.011%	0.063%	6.806%	47.404%	50.076%	52.833%	54.010%	57.260%	61.578%	84.404%	96.720%	96.886%	96.886%

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

	FDAT														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS	
2015-16	\$ 390,000	\$ -	\$ -	\$ 30,825	\$ 83,552	\$ 81,280	\$ 17,994	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213,652	
Monthly % of Levy		0.000%	0.000%	7.904%	21.424%	20.841%	4.614%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%		
YTD % of Levy		0.000%	0.000%	7.904%	29.328%	50.169%	54.783%	54.783%	54.783%	54.783%	54.783%	54.783%	54.783%	54.783%	
2014-15	\$ 400,000	\$ -	\$ 34	\$ 32,679	\$ 94,175	\$ 69,188	\$ 18,228	\$ 5,027	\$ 11,276	\$ 19,144	\$ 62,189	\$ 70,381	\$ 2,373	\$ 384,693	
Monthly % of Levy		0.000%	0.008%	8.170%	23.544%	17.297%	4.557%	1.257%	2.819%	4.786%	15.547%	17.595%	0.593%		
YTD % of Levy		0.000%	0.008%	8.178%	31.722%	49.019%	53.576%	54.833%	57.652%	62.438%	77.985%	95.580%	96.173%	96.173%	
2013-14	\$ 400,000	\$ -	\$ 64	\$ 31,187	\$ 101,871	\$ 61,261	\$ 16,762	\$ 5,707	\$ 11,756	\$ 22,314	\$ 73,150	\$ 53,417	\$ 2,494	\$ 379,983	
Monthly % of Levy		0.000%	0.016%	7.797%	25.468%	15.315%	4.190%	1.427%	2.939%	5.578%	18.288%	13.354%	0.623%		
YTD % of Levy		0.000%	0.016%	7.813%	33.280%	48.596%	52.786%	54.213%	57.152%	62.730%	81.018%	94.372%	94.996%	94.996%	
2012-13	\$ 400,000	\$ -	\$ -	\$ 22,763	\$ 92,080	\$ 81,558	\$ 16,371	\$ 6,783	\$ 12,458	\$ 16,679	\$ 85,627	\$ 47,326	\$ 3,115	\$ 384,762	
Monthly % of Levy		0.000%	0.000%	5.691%	23.020%	20.389%	4.093%	1.696%	3.115%	4.170%	21.407%	11.832%	0.779%		
YTD % of Levy		0.000%	0.000%	5.691%	28.711%	49.100%	53.193%	54.889%	58.003%	62.173%	83.580%	95.412%	96.191%	96.191%	
2011-12	\$ 511,971	\$ -	\$ -	\$ 35,208	\$ 76,460	\$ 130,640	\$ 20,887	\$ 9,735	\$ 18,952	\$ 20,561	\$ 95,982	\$ 73,165	\$ 1,594	\$ 483,183	
Monthly % of Levy		0.000%	0.000%	6.877%	14.934%	25.517%	4.080%	1.902%	3.702%	4.016%	18.747%	14.291%	0.311%		
YTD % of Levy		0.000%	0.000%	6.877%	21.811%	47.328%	51.408%	53.310%	57.011%	61.027%	79.775%	94.066%	94.377%	94.377%	
2010-11	\$ 521,987	\$ -	\$ -	\$ 36,950	\$ 117,904	\$ 94,113	\$ 20,577	\$ 8,333	\$ 16,058	\$ 23,414	\$ 57,521	\$ 115,824	\$ 2,188	\$ 492,882	
Monthly % of Levy		0.000%	0.000%	7.079%	22.588%	18.030%	3.942%	1.596%	3.076%	4.486%	11.020%	22.189%	0.419%		
YTD % of Levy		0.000%	0.000%	7.079%	29.666%	47.696%	51.638%	53.234%	56.311%	60.796%	71.816%	94.005%	94.424%	94.424%	
2009-10	\$ 521,987	\$ -	\$ -	\$ 18,016	\$ 162,453	\$ 68,463	\$ 19,835	\$ 8,406	\$ 14,016	\$ 23,732	\$ 83,662	\$ 93,418	\$ 5,538	\$ 497,538	
Monthly % of Levy		0.000%	0.000%	3.451%	31.122%	13.116%	3.800%	1.610%	2.685%	4.546%	16.028%	17.897%	1.061%		
YTD % of Levy		0.000%	0.000%	3.451%	34.573%	47.689%	51.489%	53.099%	55.785%	60.331%	76.358%	94.255%	95.316%	95.316%	
2008-09	\$ 521,987	\$ 3,092	\$ 5,258	\$ 28,852	\$ 114,652	\$ 103,767	\$ 19,665	\$ 8,657	\$ 19,651	\$ 23,579	\$ 85,124	\$ 89,470	\$ 5,084	\$ 506,850	
Monthly % of Levy		0.592%	1.007%	5.527%	21.965%	19.879%	3.767%	1.658%	3.765%	4.517%	16.308%	17.140%	0.974%		
YTD % of Levy		0.592%	1.600%	7.127%	29.091%	48.971%	52.738%	54.396%	58.161%	62.678%	78.986%	96.126%	97.100%	97.100%	
2007-08	\$ 521,987	\$ 2,728	\$ 6,019	\$ 34,817	\$ 121,672	\$ 102,108	\$ 18,243	\$ 8,972	\$ 21,373	\$ 21,505	\$ 62,429	\$ 114,828	\$ 3,987	\$ 518,680	
Monthly % of Levy		0.523%	1.153%	6.670%	23.309%	19.561%	3.495%	1.719%	4.095%	4.120%	11.960%	21.998%	0.764%		
YTD % of Levy		0.523%	1.676%	8.346%	31.655%	51.216%	54.711%	56.430%	60.525%	64.645%	76.604%	98.603%	99.366%	99.366%	
2006-07	\$ 521,987	\$ 2,316	\$ 6,404	\$ 38,530	\$ 108,899	\$ 100,100	\$ 26,992	\$ 12,404	\$ 22,767	\$ 23,748	\$ 100,475	\$ 73,818	\$ 3,176	\$ 519,629	
Monthly % of Levy		0.444%	1.227%	7.381%	20.862%	19.177%	5.171%	2.376%	4.362%	4.550%	19.249%	14.142%	0.608%		
YTD % of Levy		0.444%	1.671%	9.052%	29.914%	49.091%	54.262%	56.638%	61.000%	65.550%	84.798%	98.940%	99.548%	99.548%	
2005-06	\$ 521,987	\$ 2,411	\$ 5,583	\$ 37,172	\$ 43,418	\$ 88,197	\$ 17,561	\$ 13,679	\$ 17,743	\$ 27,017	\$ 137,502	\$ 37,410	\$ 4,603	\$ 432,296	
Monthly % of Levy		0.462%	1.070%	7.121%	8.318%	16.896%	3.364%	2.621%	3.399%	5.176%	26.342%	7.167%	0.882%		
YTD % of Levy		0.462%	1.531%	8.653%	16.970%	33.867%	37.231%	39.852%	43.251%	48.427%	74.769%	81.936%	82.817%	82.817%	
2004-05	\$ 521,987	\$ 2,832	\$ 6,628	\$ 41,722	\$ 36,679	\$ 183,143	\$ 15,962	\$ 8,144	\$ 18,378	\$ 25,595	\$ 108,334	\$ 68,137	\$ 5,417	\$ 520,972	
Monthly % of Levy		0.543%	1.270%	7.993%	7.027%	35.086%	3.058%	1.560%	3.521%	4.903%	20.754%	13.053%	1.038%		
YTD % of Levy		0.543%	1.812%	9.805%	16.832%	51.918%	54.976%	56.536%	60.057%	64.960%	85.714%	98.768%	99.806%	99.806%	

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

BOND LEVY - REAL ESTATE & PERSONAL PROPERTY TAXES-C/Y														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2015-16	\$ 3,105,123	\$ -	\$ -	\$ 213,080	\$ 684,922	\$ 606,761	\$ 110,826	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,615,589
Monthly % of Levy		0.000%	0.000%	6.862%	22.058%	19.541%	3.569%	0.000%	0.000%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	6.862%	28.920%	48.461%	52.030%	52.030%	52.030%	52.030%	52.030%	52.030%	52.030%	52.030%
2014-15	\$ 3,105,123	\$ -	\$ 360	\$ 226,435	\$ 734,521	\$ 561,340	\$ 127,732	\$ 33,282	\$ 85,278	\$ 149,039	\$ 540,594	\$ 522,274	\$ 13,851	\$ 2,994,706
Monthly % of Levy		0.000%	0.012%	7.292%	23.655%	18.078%	4.114%	1.072%	2.746%	4.800%	17.410%	16.820%	0.446%	
YTD % of Levy		0.000%	0.012%	7.304%	30.959%	49.037%	53.150%	54.222%	56.969%	61.768%	79.178%	95.998%	96.444%	96.444%
2013-14	\$ 3,100,380	\$ -	\$ 325	\$ 236,579	\$ 811,711	\$ 499,644	\$ 105,454	\$ 39,837	\$ 94,613	\$ 188,130	\$ 600,432	\$ 417,446	\$ 14,987	\$ 3,009,160
Monthly % of Levy		0.000%	0.010%	7.631%	26.181%	16.116%	3.401%	1.285%	3.052%	6.068%	19.366%	13.464%	0.483%	
YTD % of Levy		0.000%	0.010%	7.641%	33.822%	49.938%	53.339%	54.624%	57.676%	63.744%	83.110%	96.574%	97.058%	97.058%
2012-13	\$ 3,104,230	\$ -	\$ -	\$ 163,237	\$ 679,452	\$ 692,257	\$ 113,621	\$ 40,193	\$ 101,156	\$ 130,517	\$ 659,009	\$ 409,518	\$ 16,767	\$ 3,005,728
Monthly % of Levy		0.000%	0.000%	5.259%	21.888%	22.300%	3.660%	1.295%	3.259%	4.204%	21.229%	13.192%	0.540%	
YTD % of Levy		0.000%	0.000%	5.259%	27.146%	49.447%	53.107%	54.402%	57.661%	61.865%	83.094%	96.287%	96.827%	96.827%
2011-12	\$ 3,104,630	\$ -	\$ -	\$ 205,798	\$ 444,968	\$ 857,423	\$ 115,432	\$ 61,826	\$ 119,102	\$ 120,958	\$ 615,598	\$ 469,512	\$ 6,523	\$ 3,017,138
Monthly % of Levy		0.000%	0.000%	6.629%	14.332%	27.618%	3.718%	1.991%	3.836%	3.896%	19.828%	15.123%	0.210%	
YTD % of Levy		0.000%	0.000%	6.629%	20.961%	48.579%	52.297%	54.288%	58.124%	62.020%	81.849%	96.972%	97.182%	97.182%
2010-11	\$ 3,370,693	\$ -	\$ -	\$ 215,741	\$ 792,654	\$ 597,707	\$ 117,362	\$ 54,407	\$ 116,726	\$ 142,878	\$ 364,749	\$ 790,976	\$ 16,723	\$ 3,209,923
Monthly % of Levy		0.000%	0.000%	6.400%	23.516%	17.732%	3.482%	1.614%	3.463%	4.239%	10.821%	23.466%	0.496%	
YTD % of Levy		0.000%	0.000%	6.400%	29.917%	47.649%	51.131%	52.745%	56.208%	60.447%	71.268%	94.734%	95.230%	95.230%
2009-10	\$ 1,487,151	\$ -	\$ -	\$ 46,990	\$ 459,952	\$ 196,319	\$ 48,397	\$ 24,109	\$ 40,832	\$ 68,657	\$ 224,196	\$ 278,720	\$ 10,150	\$ 1,398,322
Monthly % of Levy		0.000%	0.000%	3.160%	30.928%	13.201%	3.254%	1.621%	2.746%	4.617%	15.076%	18.742%	0.683%	
YTD % of Levy		0.000%	0.000%	3.160%	34.088%	47.289%	50.544%	52.165%	54.910%	59.527%	74.603%	93.344%	94.027%	94.027%
2008-09	\$ 1,824,084	\$ 14,887	\$ 23,402	\$ 75,135	\$ 383,908	\$ 381,335	\$ 51,528	\$ 20,925	\$ 51,971	\$ 75,016	\$ 293,391	\$ 329,180	\$ 3,665	\$ 1,704,341
Monthly % of Levy		0.816%	1.283%	4.119%	21.047%	20.906%	2.825%	1.147%	2.849%	4.113%	16.084%	18.046%	0.201%	
YTD % of Levy		0.816%	2.099%	6.218%	27.265%	48.170%	50.995%	52.142%	54.991%	59.104%	75.188%	93.235%	93.435%	93.435%
2007-08	\$ 2,558,876	\$ 262	\$ 1,312	\$ 142,648	\$ 545,569	\$ 570,375	\$ 77,984	\$ 35,867	\$ 84,931	\$ 96,842	\$ 281,760	\$ 610,655	\$ 3,486	\$ 2,451,692
Monthly % of Levy		0.010%	0.051%	5.575%	21.321%	22.290%	3.048%	1.402%	3.319%	3.785%	11.011%	23.864%	0.136%	
YTD % of Levy		0.010%	0.062%	5.636%	26.957%	49.247%	52.294%	53.696%	57.015%	60.800%	71.811%	95.675%	95.811%	95.811%
2006-07	\$ 684,370	\$ 807	\$ 349	\$ 42,434	\$ 131,041	\$ 132,947	\$ 23,400	\$ 11,713	\$ 28,198	\$ 26,422	\$ 122,219	\$ 92,723	\$ 860	\$ 613,111
Monthly % of Levy		0.118%	0.051%	6.200%	19.148%	19.426%	3.419%	1.711%	4.120%	3.861%	17.859%	13.549%	0.126%	
YTD % of Levy		0.118%	0.169%	6.369%	25.517%	44.943%	48.362%	50.074%	54.194%	58.055%	75.913%	89.462%	89.588%	89.588%
2005-06	\$ 912,789	\$ -	\$ 48	\$ 52,929	\$ 232,329	\$ 164,543	\$ 25,278	\$ 17,135	\$ 28,790	\$ 44,500	\$ 265,787	\$ 50,951	\$ 1,897	\$ 884,187
Monthly % of Levy		0.000%	0.005%	5.799%	25.453%	18.026%	2.769%	1.877%	3.154%	4.875%	29.118%	5.582%	0.208%	
YTD % of Levy		0.000%	0.005%	5.804%	31.257%	49.283%	52.052%	53.929%	57.083%	61.959%	91.077%	96.659%	96.867%	96.867%



NORTHWEST FIRE DISTRICT AZ

Monthly Check Report

By Check Num

Date Range: 12/01/2015 - 12/31/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - WELLS FARGO						
1804	ROBERT LOZANO	12/08/2015	Regular	0.00	-244.31	20798
1160	BOTTOMLINE MEDIA COACHING	12/01/2015	Regular	0.00	3,000.00	20844
1268	PETUNIA	12/02/2015	Regular	0.00	200.00	20845
0953	PATHFINDER STRATEGIES	12/04/2015	Regular	0.00	600.00	20854
1027	AMCEP METALS	12/08/2015	Regular	0.00	550.00	20855
0002	APCO INTERNATIONAL INC	12/08/2015	Regular	0.00	8,335.00	20856
3033	ARIZONA RESTAURANT SUPPLY INC	12/08/2015	Regular	0.00	33.55	20857
1083	ARROW INTERNATIONAL	12/08/2015	Regular	0.00	3,308.04	20858
1257	B & B SELECTCOM INC	12/08/2015	Regular	0.00	18,125.68	20859
1178	B&H PHOTO VIDEO	12/08/2015	Regular	0.00	149.00	20860
0982	BARNES & NOBLE BOOKSELLERS, INC.	12/08/2015	Regular	0.00	290.05	20861
1363	BATTERY SYSTEMS OF ARIZONA	12/08/2015	Regular	0.00	909.50	20862
4057	BENAVIDEZ LAW GROUP, P.C.	12/08/2015	Regular	0.00	1,572.00	20863
3945	BOUND TREE MEDICAL LLC	12/08/2015	Regular	0.00	1,011.45	20864
1142	BUSY D PUMPING, INC.	12/08/2015	Regular	0.00	2,150.75	20865
4329	CENTURYLINK BUSINESS SERVICES	12/08/2015	Regular	0.00	11.69	20866
3290	CPS HUMAN RESOURCE CONSULTING	12/08/2015	Regular	0.00	450.00	20867
4657	DISH NETWORK	12/08/2015	Regular	0.00	41.78	20868
1261	EL SOL TRAVEL	12/08/2015	Regular	0.00	250.00	20869
0439	FASTENAL	12/08/2015	Regular	0.00	4,634.83	20870
2838	FLEETPRIDE	12/08/2015	Regular	0.00	901.36	20871
1513	FLOWING WELLS IRRIGATION DIST	12/08/2015	Regular	0.00	164.46	20872
0360	FREIGHTLINER STERLING-WESTERN STAR OF AZ	12/08/2015	Regular	0.00	2,745.34	20873
1347	GALLS, LLC	12/08/2015	Regular	0.00	83.00	20874
4189	GARY WATSON	12/08/2015	Regular	0.00	510.30	20875
1267	GERRY BATES	12/08/2015	Regular	0.00	800.00	20876
3682	GLOBALSTAR LLC	12/08/2015	Regular	0.00	106.20	20877
1195	GRUBER TECHNICAL INC.	12/08/2015	Regular	0.00	667.58	20878
1136	HOLMES TUTTLE FORD	12/08/2015	Regular	0.00	380.56	20879
0541	HUGHES FIRE EQUIPMENT, INC.	12/08/2015	Regular	0.00	1,797.87	20880
0566	ISFSI	12/08/2015	Regular	0.00	1,110.00	20881
0618	JACK FURRIER	12/08/2015	Regular	0.00	1,020.15	20882
1826	MARANA WATER	12/08/2015	Regular	0.00	224.42	20883
1163	MATHESON TRI-GAS, INC.	12/08/2015	Regular	0.00	319.10	20884
3599	MCI	12/08/2015	Regular	0.00	69.66	20885
1181	MERLES AUTOMOTIVE SUPPLY	12/08/2015	Regular	0.00	1,431.59	20886
1182	METRO WATER DISTRICT	12/08/2015	Regular	0.00	861.65	20887
4459	MUNOZ, FRANK	12/08/2015	Regular	0.00	219.99	20888
2889	RICOH USA, INC.	12/08/2015	Regular	0.00	718.50	20889
4536	ROBINSON, BRIAN	12/08/2015	Regular	0.00	203.85	20890
4536	ROBINSON, BRIAN	12/08/2015	Regular	0.00	-203.85	20890
1201	RURAL METRO CORPORATION	12/08/2015	Regular	0.00	9,587.85	20891
4214	TESSCO INCORPORATED	12/08/2015	Regular	0.00	3,583.84	20892
1284	TUCSON ELECTRIC POWER	12/08/2015	Regular	0.00	1,325.49	20893
2072	US POSTAL - NEOPOST	12/08/2015	Regular	0.00	1,500.00	20894
1314	WASTE MGMT OF TUCSON INC	12/08/2015	Regular	0.00	879.88	20895
1315	WATSON CHEVROLET INC	12/08/2015	Regular	0.00	1,309.97	20896
3645	WAXIE SANITARY SUPPLY	12/08/2015	Regular	0.00	2,688.58	20897
4361	XEROX CORPORATION	12/08/2015	Regular	0.00	110.35	20898
1777	GRASHAM, JAMES	12/11/2015	Regular	0.00	350.00	20899
1229	ARIZONA AMBULANCE ASSOCIATION	12/11/2015	Regular	0.00	220.00	20900
1791	ARIZONA DAILY STAR	12/11/2015	Regular	0.00	777.20	20901
3445	ARIZONA DEPT OF PUBLIC SAFETY	12/11/2015	Regular	0.00	264.00	20902
1666	AUTO SAFETY HOUSE	12/11/2015	Regular	0.00	2,096.78	20903

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Monthly Check Report

Date Range: 12/01/2015 - 12/31/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0172	CDW GOVERNMENT, INC.	12/11/2015	Regular	0.00	5,621.06	20904
3307	ESRI, INC.	12/11/2015	Regular	0.00	5,250.89	20905
4710	FIRE ENGINEERING - SUBSCRIPTION	12/11/2015	Regular	0.00	21.00	20906
3122	GOVT FINANCE OFFICERS ASSOCIATION	12/11/2015	Regular	0.00	280.00	20907
1326	GRAINGER	12/11/2015	Regular	0.00	2,096.87	20908
1126	HEINFELD, MEECH & CO., P C	12/11/2015	Regular	0.00	2,951.25	20909
4543	HENRY SCHEIN INC	12/11/2015	Regular	0.00	3,284.02	20910
3260	HOOK-FAST SPECIALTIES INC	12/11/2015	Regular	0.00	658.45	20911
1009	JACOB ROSZKO	12/11/2015	Regular	0.00	203.85	20912
2840	L N CURTIS & SONS	12/11/2015	Regular	0.00	487.36	20913
0821	MANAGERPLUS SOLUTIONS, LLC	12/11/2015	Regular	0.00	2,908.00	20914
0750	MONOPRICE, INC.	12/11/2015	Regular	0.00	384.53	20915
4320	ORO VALLEY WATER UTILITY	12/11/2015	Regular	0.00	277.48	20916
1270	ROBERT CAMPS	12/11/2015	Regular	0.00	433.30	20917
1804	ROBERT LOZANO	12/11/2015	Regular	0.00	97.73	20918
0919	ROBINSON, IAN	12/11/2015	Regular	0.00	203.85	20919
2877	STUART RODEFFER	12/11/2015	Regular	0.00	118.00	20920
1284	TUCSON ELECTRIC POWER	12/11/2015	Regular	0.00	2,406.75	20921
3157	US BANK/VOYAGER FLEET SYSTEMS	12/11/2015	Regular	0.00	10,780.82	20922
0341	WASTE BUSTERS, INC.	12/11/2015	Regular	0.00	202.50	20923
1230	AGATHOS LABORATORIES INC.	12/18/2015	Regular	0.00	1,088.00	20937
1021	APACHE BUSINESS SYSTEMS	12/18/2015	Regular	0.00	45.92	20938
0796	ARIZONA CENTER FOR FIRE SERVICE EXCELLENCE	12/18/2015	Regular	0.00	750.00	20939
0796	ARIZONA CENTER FOR FIRE SERVICE EXCELLENCE	12/18/2015	Regular	0.00	75.00	20940
3259	ARIZONA SECRETARY OF STATE	12/18/2015	Regular	0.00	25.00	20941
3259	ARIZONA SECRETARY OF STATE	12/23/2015	Regular	0.00	-25.00	20941
2381	AZ FIRE CHIEFS ASSOC	12/18/2015	Regular	0.00	1,250.00	20942
1117	BOSSE, ROLLMAN & FUNK PC	12/18/2015	Regular	0.00	756.00	20943
1308	CENTURYLINK	12/18/2015	Regular	0.00	1,490.38	20944
1067	CITY OF TUCSON	12/18/2015	Regular	0.00	493,687.98	20945
1070	COSTCO RETAIL SRVCS	12/18/2015	Regular	0.00	404.82	20946
2334	CULLIGAN WATER	12/18/2015	Regular	0.00	47.30	20947
4657	DISH NETWORK	12/18/2015	Regular	0.00	114.96	20948
1103	FEDERAL EXPRESS CORPORATION	12/18/2015	Regular	0.00	178.62	20949
1272	FOTOLIA, LLC	12/18/2015	Regular	0.00	25.00	20950
1450	HOME DEPOT CREDIT SERVICES	12/18/2015	Regular	0.00	377.86	20951
3888	LOWE'S COMPANIES, INC.	12/18/2015	Regular	0.00	1,065.14	20952
3770	MICHAEL PLUNKETT	12/18/2015	Regular	0.00	103.80	20953
0660	NICHOLAS COUNTOURIOTIS	12/18/2015	Regular	0.00	5,731.00	20954
1179	OFFICE MAX INCORPORATED	12/18/2015	Regular	0.00	93.40	20955
1258	OTE INTERNATIONAL HOLDINGS LLC	12/18/2015	Regular	0.00	280.00	20956
0255	RC JANITORIAL SERVICES, INC.	12/18/2015	Regular	0.00	1,102.50	20957
2889	RICOH USA, INC.	12/18/2015	Regular	0.00	45.28	20958
1260	SECURITECH INC	12/18/2015	Regular	0.00	47.50	20959
1278	SOUTHWEST GAS CORP	12/18/2015	Regular	0.00	1,239.28	20960
1885	TRICO ELECTRIC COOPERATIVE	12/18/2015	Regular	0.00	1,773.10	20961
1300	UNITED FIRE EQUIPMENT CO	12/18/2015	Regular	0.00	2,930.51	20962
3294	VERIZON WIRELESS	12/18/2015	Regular	0.00	6,908.51	20963
0924	ZOLL DATA SYSTEMS, INC.	12/18/2015	Regular	0.00	10,782.99	20964
2490	OFFICE DEPOT	12/18/2015	Regular	0.00	4,332.94	20965
	Void	12/18/2015	Regular	0.00	0.00	20966
1430	AZ DEPT OF REVENUE-USE TAX	12/21/2015	Regular	0.00	6,932.02	20967
1273	KME KOVATCH	12/23/2015	Regular	0.00	490,019.73	20968
3733	ACCURATE BACKFLOW TESTING	12/24/2015	Regular	0.00	428.00	20969
0710	ALEJANDRO SEPULVEDA	12/24/2015	Regular	0.00	993.40	20970
0498	BASIC	12/24/2015	Regular	0.00	450.00	20971
0872	BILL'S HOME SERVICE CO.	12/24/2015	Regular	0.00	1,050.00	20972
1691	C & S LOCKSMITHS INC	12/24/2015	Regular	0.00	637.74	20973
1299	CITY OF TUCSON WATER/SEWER	12/24/2015	Regular	0.00	2,404.98	20974
1126	HEINFELD, MEECH & CO., P C	12/24/2015	Regular	0.00	1,967.50	20975
0792	HORTICULTURE UNLIMITED	12/24/2015	Regular	0.00	8,676.15	20976

Attachment: Dec 2015 Monthly Check Report (FR-2016-2 : Financial Reports)

Monthly Check Report

Date Range: 12/01/2015 - 12/31/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4551	HOSE POWER USA	12/24/2015	Regular	0.00	235.54	20977
0725	LOGICALIS, INC.	12/24/2015	Regular	0.00	960.00	20978
0574	MADDOCK MACHINERY COMPANY	12/24/2015	Regular	0.00	314.45	20979
0854	MALLORY SAFETY AND SUPPLY	12/24/2015	Regular	0.00	1,072.20	20980
0867	MINER SOUTHWEST	12/24/2015	Regular	0.00	7,687.32	20981
4048	NIGP - COPPER CHAPTER	12/24/2015	Regular	0.00	40.00	20982
1088	OSCHMANN EMPLOYEE SCREENING SERVICES	12/24/2015	Regular	0.00	210.00	20983
1228	PIMA CO GOV'T. REVENUE MGMT DIV.	12/24/2015	Regular	0.00	6,336.00	20984
0868	PIONEER PLUMBING, INC.	12/24/2015	Regular	0.00	603.76	20985
0913	PUEBLO MECHANICAL & CONTROLS, INC.	12/24/2015	Regular	0.00	22,668.80	20986
1242	RACY/ASSOCIATES INCORPORATED	12/24/2015	Regular	0.00	2,000.00	20987
0225	REDBURN TIRE COMPANY	12/24/2015	Regular	0.00	17,407.61	20988
2889	RICOH USA, INC.	12/24/2015	Regular	0.00	463.03	20989
1201	RURAL METRO CORPORATION	12/24/2015	Regular	0.00	4,265.48	20990
4214	TESSCO INCORPORATED	12/24/2015	Regular	0.00	53.76	20991
1294	TRACE ANALYTICS INC	12/24/2015	Regular	0.00	297.60	20992
1284	TUCSON ELECTRIC POWER	12/24/2015	Regular	0.00	11,657.50	20993
0926	TYLER BUSINESS FORMS	12/24/2015	Regular	0.00	201.15	20994
4347	UPS	12/24/2015	Regular	0.00	43.19	20995
0638	VISION BUSINESS PRODUCTS OF ARIZONA	12/24/2015	Regular	0.00	4,954.14	20996
3115	WELL AMERICA	12/24/2015	Regular	0.00	10,959.40	20997
4361	XEROX CORPORATION	12/24/2015	Regular	0.00	334.14	20998
0006	GOVERNMENT FINANCE OFFICERS ASSOCIATION	12/24/2015	Regular	0.00	435.00	20999
1276	ARIZONA DEPARTMENT OF HEALTH SERVICES	12/30/2015	Regular	0.00	50.00	21012
1253	AMERICAN TOWER CORPORATION	12/31/2015	Regular	0.00	935.76	21013
0401	ANDREW CZOSEK	12/31/2015	Regular	0.00	570.60	21014
0002	APCO INTERNATIONAL INC	12/31/2015	Regular	0.00	276.00	21015
4469	AZ LOCAL MEDIA	12/31/2015	Regular	0.00	2,662.40	21016
4057	BENAVIDEZ LAW GROUP, P.C.	12/31/2015	Regular	0.00	1,764.00	21017
0872	BILL'S HOME SERVICE CO.	12/31/2015	Regular	0.00	480.00	21018
4329	CENTURYLINK BUSINESS SERVICES	12/31/2015	Regular	0.00	11.69	21019
0128	G&K SERVICES	12/31/2015	Regular	0.00	603.90	21020
4012	GILBERT ELECTRIC CO., INC.	12/31/2015	Regular	0.00	5,080.24	21021
3682	GLOBALSTAR LLC	12/31/2015	Regular	0.00	106.20	21022
4272	LEVEL 3 COMMUNICATIONS	12/31/2015	Regular	0.00	2,607.14	21023
1181	MERLES AUTOMOTIVE SUPPLY	12/31/2015	Regular	0.00	701.29	21024
1182	METRO WATER DISTRICT	12/31/2015	Regular	0.00	815.97	21025
4510	MY ALARM CENTER	12/31/2015	Regular	0.00	465.00	21026
1088	OSCHMANN EMPLOYEE SCREENING SERVICES	12/31/2015	Regular	0.00	140.00	21027
2889	RICOH USA, INC.	12/31/2015	Regular	0.00	2,244.57	21028
1201	RURAL METRO CORPORATION	12/31/2015	Regular	0.00	2,970.03	21029
0343	RWC INTERNATIONAL, LTD	12/31/2015	Regular	0.00	3,659.41	21030
0520	SBSI	12/31/2015	Regular	0.00	0.80	21031
3999	TEE TIME USA, LLC	12/31/2015	Regular	0.00	15,520.11	21032
1297	TULLER TROPHY FACTORY	12/31/2015	Regular	0.00	177.56	21033
4347	UPS	12/31/2015	Regular	0.00	11.39	21034
0341	WASTE BUSTERS, INC.	12/31/2015	Regular	0.00	135.00	21035
1314	WASTE MGMT OF TUCSON INC	12/31/2015	Regular	0.00	103.28	21036
4472	WSM ARCHITECTS, INC.	12/31/2015	Regular	0.00	161.04	21037
3851	US BANK-CORP TRUST SERVICES	12/31/2015	Bank Draft	0.00	588,067.11	60103132

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Monthly Check Report

Date Range: 12/01/2015 - 12/31/2015

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3699	AMERICAN EXPRESS	12/30/2015	Bank Draft	0.00	5,519.62	DFT000111

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	461	160	0.00	1,309,086.31
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-473.16
Bank Drafts	22	2	0.00	593,586.73
EFT's	0	0	0.00	0.00
	483	166	0.00	1,902,199.88

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	12/2015	1,902,199.88
			<u>1,902,199.88</u>



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.A

SCHEDULED

MEMORANDUM NO. 2016-20

Date: February 23, 2016
To: Governing Board
From: Dugger Hughes, Battalion Chief
Type of Action: Formal Action/Motion
Agenda Item: Discussion and Possible Action to Authorize the Northwest Fire District to Enter into Negotiations for a Vehicle Lease Program with Enterprise Fleet Management to Supply and Maintain District Support Vehicles; and Authorizing Execution of an Agreement with Enterprise Fleet Maintenance.

RECOMMENDATION:

The District Finance Director, the Assistant Chief of Support Services, the Fleet Manager, and the Logistics Battalion Chief all recommend approval of a lease agreement between the Northwest Fire District and Enterprise Fleet Management.

MOTION:

Move to approve the Northwest Fire District to enter into negotiations for a vehicle lease program with Enterprise Fleet Management to supply and maintain District support vehicles and to direct the Fire Chief and Finance Manager to execute the agreement.

DISCUSSION:

This contract would provide for the District to lease support vehicles through a leasing program with Enterprise Fleet Management. Tim Warren, a Senior Account Executive with Enterprise will provide a Power Point Presentation that explains the program, and the benefits it provides. Several different options were reviewed by District personnel, and the one that was selected provides the most benefit to the District. This option replaces 10 vehicles annually for five years, which covers the District's current fleet of 49 non-emergency response vehicles. All maintenance of these leased vehicles is provided by Enterprise, which will benefit the District by allowing our Fleet Department to focus on our emergency response engines, ladders, ambulances, tenders, and specialized pieces of apparatus. Additionally, a significant amount of time and work will be saved by not going through the extensive CIP process for vehicle procurement, as well as the costly and time consuming surplus methodology we currently utilize. Enterprise Fleet Management will monitor the use, mileage, and condition of the leased vehicles, and will sell them when appropriate, based on their extensive marketing studies and expertise. Typically, a 5 year rotation will be the standard timeframe,

based on our current vehicle usage. Our current vehicle replacement plan has proven to be ineffective, as we have elected to keep vehicles several years past their projected replacement dates. This has created a Fleet that contains older vehicles that do not represent the District well to the public, have increased repair costs and downtime, and that do not provide the latest safety technology and fuel efficiency.

FISCAL IMPACT:

The District should realize approximately \$99,490 in savings the first year, with an estimated \$260,000 cumulative savings over 10 years.

ALTERNATIVES:

The alternative would be to not enter into this agreement, and continue to manage our Fleet as we have in the past.

ATTACHMENTS:

- Enterprise 1 (PDF)
- Enterprise 10 year (PDF)
- Enterprise Board Presentation 2 23 16 (PDF)



Northwest Fire District

Fleet Profile

Vehicle Type	# of Type	Average Age (years)	Average Annual Mileage
1 Ton Pickup Quad 4x4	1	8.1	17,000
Compact Pickup Ext 4x2	3	11.2	9,000
1/2 Ton Pickup Reg 4x2	6	7.6	7,500
1/2 Ton Pickup Ext 4x2	4	8.6	9,000
1/2 Ton Pickup Quad 4x2	8	1.4	6,500
3/4 Ton Pickup Reg 4x2	5	10.0	8,500
3/4 Ton Pickup Reg 4x4	1	14.2	12,000
1 Ton Pickup Reg 4x4	2	10.7	10,000
Minivan-Cargo	2	12.2	9,500
1/2 Ton Van Cargo	2	8.1	13,000
Hybrid Sedan	1	2.0	7,500
Full-size Sedan	3	11.2	6,500
Compact SUV 4x2	1	2.0	13,000
Full Size SUV 4x2	7	9.0	9,500
Full Size SUV 4x4	1	8.1	13,000
1 1/2 Ton Cab Chassis	2	2.5	19,000
Totals/Averages	49	7.6	9,000

Fleet Replacement Schedule

2016	2017	2018	2019	2020
1				
	1	2		
	3		1	2
1		1	2	
			2	6
2		2		1
1				
	2			
	2			
	1	1		
				1
1		2		
			1	
4			3	
	1			
		1	1	
10	10	9	10	10

Replacement Criteria:

- * Fiscal Year 2016 = Model Year 2002 and older, or odometer over 130,000
- * Fiscal Year 2017 = Model Year 2003 and older, or odometer over 107,000
- * Fiscal Year 2018 = Model Year 2007 and older, or odometer over 90,000
- * Fiscal Year 2019 = Model Year 2010 and older, or odometer over 40,000
- * Fiscal Year 2020 = Remaining Vehicles

Northwest Fire District - Fleet Planning Analysis

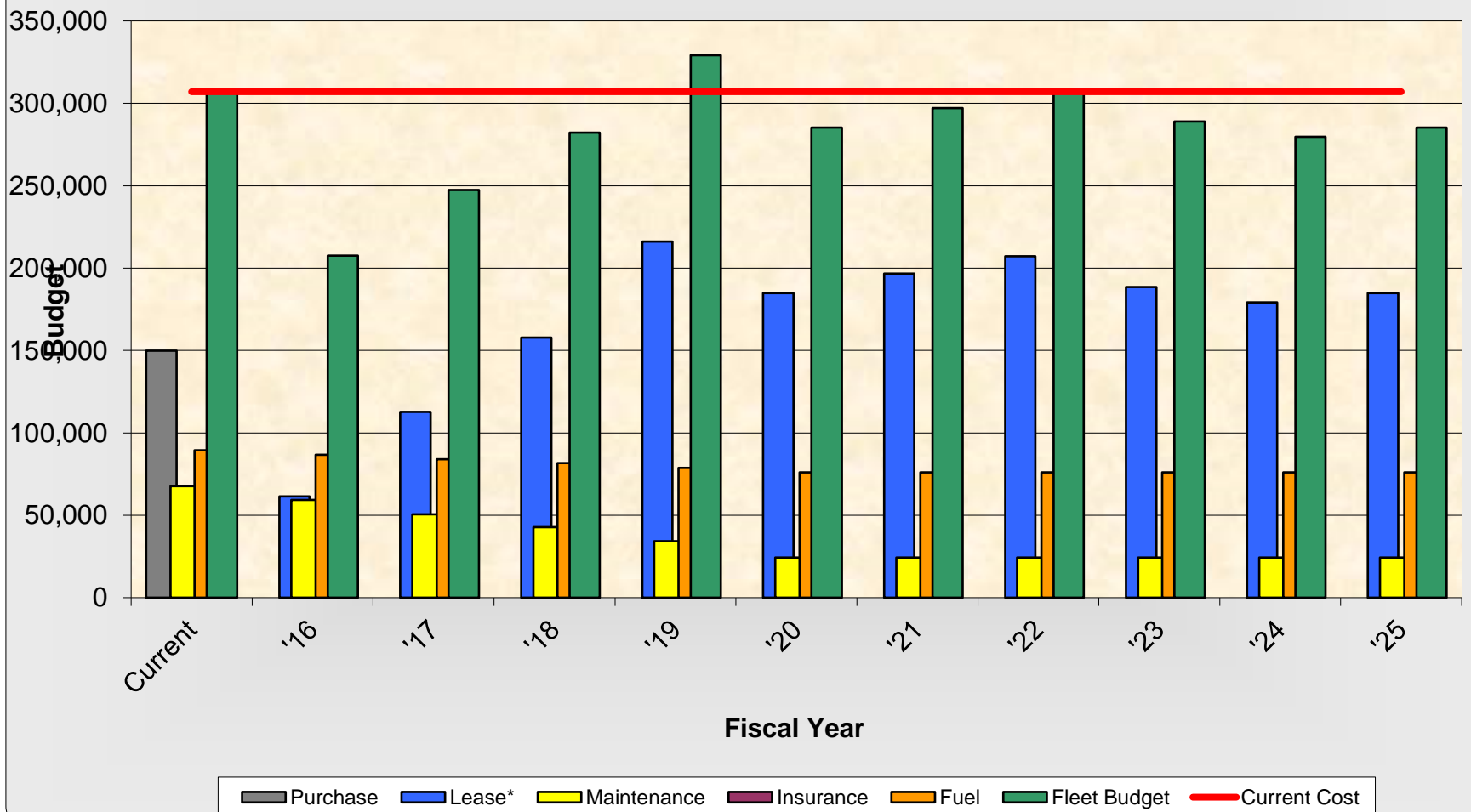


Current Fleet	49	Fleet Growth	0.00%	Proposed Fleet	49
Current Cycle	9.00	Annual Miles	9,300	Proposed Cycle	5.00
Current Maint.	\$115.00	Insurance	\$0.00	Proposed Maint.	\$41.39
Fuel Info	-	MPG	14	Price/Gallon	\$2.75

10 yr Savings
\$259,841
Long Term Avg. Savings
\$15,265/yr
5.0%

Fleet Mix					Fleet Cost						Annual
Fiscal Year	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Maintenance	Insurance	Fuel	Fleet Budget	Savings
					Incl. Tax						
Current	49	5.4	49	0	149,879	0	67,620	0	89,513	307,012	0
'16	49	10	39	10	0	61,522	59,228	0	86,772	207,522	99,490
'17	49	10	29	20	0	112,833	50,541	0	84,032	247,407	59,605
'18	49	9	20	29	0	157,807	42,742	0	81,566	282,116	24,896
'19	49	10	10	39	0	216,170	34,163	0	78,826	329,159	-22,147
'20	49	10	0	49	0	184,917	24,340	0	76,086	285,342	21,670
'21	49	10	0	49	0	196,742	24,340	0	76,086	297,167	9,844
'22	49	10	0	49	0	207,253	24,340	0	76,086	307,678	-666
'23	49	9	0	49	0	188,527	24,340	0	76,086	288,952	18,060
'24	49	10	0	49	0	179,167	24,340	0	76,086	279,592	27,420
'25	49	10	0	49	0	184,917	24,340	0	76,086	285,342	21,670

10 Year Budget Forecast



* Lease Rates are conservative estimates

Enterprise Fleet Management Program

Northwest Fire/Rescue District
(NWFD)

The Enterprise Difference

- Local Account Management Team
- Enterprise was founded in 1957
- Manage more than 1.7 million vehicles
- Comprehensive Environmental Platform
- Total Transportation Solutions:
 - Fleet Management
 - Business Rental
 - Commercial Truck
 - RideShare Program
 - Car Sales

Current Government Clients

- Arizona
 - Metro Water District
 - Pinal County
 - Town Of Sahuarita
 - University of Arizona
 - Arizona State University
 - City of Scottsdale PD
 - San Carlos Apache Telecommunications
 - Gila River Telecommunications
 - Colorado River Indian Tribes
 - Navajo Housing Authority
 - Pascua Yaqui Tribe
- Over 500 government entities nationwide
- Notable Out of State Customers
 - City of Chicago (IL)
 - Cook County(IL)
 - Aurora Public Schools (CO)
 - South Metro Fire (CO)
 - City of Albuquerque PD (NM)
 - Adams 12 School District (CO)
 - Harris County Public Health (TX)
 - Washoe County Sheriff (NV)
 - Chisago County Sheriff (MN)
 - St. Louis School District (MO)
 - Contra Costa County Fire Protection District (CA)
 - West Contra Costa Unified(CA)
 - City of Santa Torrance (CA)
 - Los Angeles Unified (CA)
 - Snohomish County (task force) (WA)
 - Oklahoma State University (OK)
 - County of Yuba (CA)

Current Fleet

The current fleet configuration of NWFD is:

- Operates 49 light duty vehicles
 - 32 trucks
 - 9 SUVs
 - 4 vans
 - 4 Sedans
- Vehicles range in age from new to 15 years old

Current Fleet cont.

- 32% of the vehicles are over 12 years of age and/or 120,000 miles
- 63% of the vehicles are over 8 years of age
- Much of the fleet is no longer fuel efficient
- Maintenance costs continue to rise due to increasing age

Objective of EFM Partnership

- \$260,000 projected 10 year savings
- Redirect valuable internal assets to essential emergency equipment
- Match funding to usage thru equity leasing (no mileage or wear and tear penalties)
- Utilize funding tools to allow for growth and replacements

Objective of EFM cont.

- Improve safety
- Improve fuel efficiency
- Reduce maintenance costs and downtime
- Create a replacement guideline for light-duty, non-emergency vehicles based on lowest cost of ownership
- Maximize sale of current vehicles with Enterprise's remarketing network

Our Account Team Makes it Easy

- Account Manager
 - Proactively design, review and execute customized fleet program
- Account Fleet Coordinator
 - Supports Account Manager with administrative functions, including handling all billing and DMV questions, maintaining accurate account information as far as customer cost codes and driver names, and handling the day-to-day requests

Summary

- Enterprise will:
 - leverage relationships and government discounts with all manufacturers, as well as recommend best in class based on residual values and mpg's.
 - Provide a turnkey managed fleet program that includes leasing, maintenance, fuel, online reporting and resale.
 - Provide additional Total Transportation services as needed. (Rental, Cars Sales, Etc.)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.B

SCHEDULED

MEMORANDUM NO. 2016-21

Date: February 23, 2016
To: Governing Board
From: Dave Gephart, Finance Director
Type of Action: Information Only
Agenda Item: Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Community Safety and Support Departments to Include Prevention & Life Safety, Fleet, Building Maintenance, and Warehouse

RECOMMENDATION:

N/A

MOTION:

N/A

DISCUSSION:

This is the first presentation of our budget process this year. Because the District is once again employing a Zero-Based budget process, as we did two years ago, staff will be presenting departmental budgets over the next couple meetings and months.

Process: After all departmental budget presentations have been made, a more complete District-wide budget package will be presented to include items not included in the departmental budget presentations such as Revenues, Capital Outlay, Debt Service, and Contingency/Reserve estimates.

Departmental expenditure budgets are primarily divided into two sections - Personnel and non-personnel. Personnel calculations have been performed by Finance utilizing updated rates for retirement and health benefits. No step increases or staff requests have been included at this time. Non-personnel calculations and forecasts have been performed by departmental managers/chiefs.

Format: The first page of each attachment includes a summary sheet outlining what is being proposed, compared with the most current full-year actual data available (2015) as well as the current year adopted budget (2016). Subsequent pages of each attachment outline more detail or key assumptions supporting what is being requested on the first page. In some cases, a PowerPoint presentation may be utilized as well.

During this time of year it is always important to remember that the budget process is dynamic and changes as additional information becomes available. Thus, what is being presented may change due to better, more accurate data being received at some point in the future. Staff will highlight any such changes in future budget iterations that change what has already been presented.

FISCAL IMPACT:

As outlined in attachments

ALTERNATIVES:

Provide direction for potential changes

ATTACHMENTS:

- Attachment 1 (PDF)
- Prevention and Safety FY16-17 Budget 2 (PDF)
- Attachment 2 (PDF)
- Attachment 3 (PDF)
- Logistics Budget FY 16-17 (PDF)

Attachment 1

ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR
PREVENTION & LIFE/SAFETY

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1110	Salaries	188,936.67	177,546.00	110,600.10
1120	Hourly	399,269.04	523,123.00	514,390.24
1150	Overtime-Unscheduled	5,852.69	31,907.00	7,917.44
1190	PTO Paid Out	21,009.89	12,820.00	37,974.47
1195	PTO Reserve	-	5,494.00	-
1211	Medical Insurance	105,831.00	126,996.00	122,233.65
1212	Dental Insurance	4,570.00	5,484.00	5,378.89
1213	Vision Insurance	960.00	1,152.00	1,056.00
1215	PSPRS Cancer Insurance	150.00	200.00	150.00
1216	Life Insurance	573.60	660.00	660.00
1218	STD Insurance	1,803.69	2,637.00	2,281.00
1230	FICA	24,885.20	36,244.00	28,049.83
1231	Medicare	10,792.70	10,888.00	9,727.79
1250	PSPRS	33,491.27	31,431.00	44,270.21
1251	ASRS	46,884.37	67,461.00	51,937.42
1270	Workers Compensation	28,845.87	30,306.00	35,020.05
1280	Deferred Compensation	-	-	-
1290	PEHP	7,396.40	5,965.00	6,708.82
TOTAL PERSONNEL COSTS		881,252.39	1,070,314.00	978,355.91
2110	Office Supplies	2,412.74	2,000.00	2,400.00
2112	Copier Supplies	312.71	400.00	-
2120	Printing & Duplicating	401.70	2,500.00	2,500.00
2130	Computer Supplies	572.25	-	-
2139	Operational Equipment	965.95	1,600.00	6,500.00
2140	Operational Supplies	90.65	1,600.00	1,600.00
2148	Small Tools & Instruments	5,375.87	3,100.00	1,200.00
2150	Postage & Mailings	-	-	-
2160	Dues, Memberships & Subscriptions	2,289.50	4,746.00	5,596.00
2170	Travel & Per Diem	2,669.14	7,622.00	13,111.00
2177	Meals & Entertainment	610.45	1,200.00	1,200.00
2180	Training	6,485.50	5,460.00	15,860.00
2193	Public Education	9,624.85	9,000.00	9,000.00
2196	Employee Recognition	-	-	1,500.00
2198	Books & Periodicals	4,031.37	1,000.00	2,000.00
2227	Contract Labor	11,280.00	14,000.00	14,000.00
2240	Health Services	-	5,500.00	8,800.00
2310	Cell Phones & Pagers	6,234.96	3,450.00	7,618.00
2549	Hydrant Maintenance	600.00	10,000.00	10,000.00
2560	Equipment Services	-	4,000.00	2,500.00
2620	Equipment Rental	3,563.21	6,000.00	4,000.00
TOTAL NON PERSONNEL COSTS		57,520.85	83,178.00	109,385.00
DEPARTMENT TOTALS		938,773.24	1,153,492.00	1,087,740.91

ZERO BASED BUDGET FOR
FY 16/17 BUDGET YEAR

ACCOUNT NUMBER	ACCOUNT NAME	PROPOSED BUDGET FY 2016 / 2017	EXPLANATIONS
LIFE SAFETY SERVICES			
100-5-2100-1110-000	Salaries	60,070.00	1 Fire Inspector Trainee Position to Replace Rich Severson \$29,890 plus 33% (\$10,500) for benefits = \$40,390.00
100-5-2100-1120-000	Hourly		Promotional pay for 1 Inspector to Lead Fire Inspector \$5,560
100-5-2100-1150-000	Overtime-Unscheduled		
100-5-2100-1190-000	PTO Paid Out		
100-5-2100-1211-000	Medical Insurance		2 Fire Recruits move to Fire Apprentice from \$29,890 to \$36,100 \$6,210 per employee = \$12,420.00
100-5-2100-1212-000	Dental Insurance		1 Fire Apprectice moves to 1 step from \$36,100 to \$37,800 \$1,700
100-5-2100-1213-000	Vision Insurance		
100-5-2100-1215-000	PSPRS-Cancer Insurance		
100-5-2100-1216-000	Life Insurance		
100-5-2100-1218-000	STD Insurance		
100-5-2100-1219-000	LTD Insurance		
100-5-2100-1230-000	FICA		
100-5-2100-1231-000	Medicare		
100-5-2100-1250-000	PSPRS		
100-5-2100-1251-000	ASRS		
100-5-2100-1270-000	Workers Compensation		
100-5-2100-1280-000	Deferred Compensation		
100-5-2100-1290-000	PEHP		
TOTAL PERSONNEL COSTS		-	
100-5-2100-2110-000	Office Supplies	2,400.00	office supplies, increase in costs
100-5-2100-2112-000	Copier Supplies	-	
100-5-2100-2120-000	Printing & Duplicating	2,500.00	Forms, Inhouse Training materials, Fire Code Standard Details
100-5-2100-2130-000	Computer Supplies	10,400.00	Blue Beam Software and annual maintenance for 3 licenses 1 license and 3 maintenance fees Fire House annual or potential replacement
100-5-2100-2139-000	Operational Equipment	MDT for Fire Investigation Vehicle 6,500.00	MDT for Shop 1401 - Fire Investigation Vehicle
100-5-2100-2140-000	Operational Supplies	1,600.00	Gloves, Googles, earplugs, Barrier Tape, M95 Masks
100-5-2100-2148-000	Small Tools & Instruments	Bench Brush, Brooms, Cones, Putty Knives etc. 1,200.00	Bench Brush, Brooms, Cones, Shovels, For Fire Investigation Vehicle 1401 Fire Investigations
100-5-2100-2160-000	Dues, Memberships & Subscripti	5,596.00	Various organizations IAAI, AFBEA, Blue Card, ICC, FIT, AFMA International Association of Fire Investigators NFSA Az Fire & Burn Educators Association Az Fire Marshal Association Car Seat Technicians (2) National Fire Protection Association Average of rotating expiration dates of ICC Certifications International Code Council
		IAAI 7 x \$110 \$770	
		National Fire Sprinkler Association (NFSA) \$100	
		AFBEA 10 x \$35 \$350	
		Blue Card Instructor 1 x \$500 \$500	
		AFMA 10 x \$20 \$200	
		Car Seat \$390	
		NFPA District \$1,650	
		NFPA Voting \$175	
		ICC \$119 x 9 \$1,071	
		ICC District Membership \$250	
		NAFI \$65 x 1 \$65	
		FIT (Fire Invest. Tech) 1 x \$75 \$75	
100-5-2100-2170-000	Travel & Per Diem	\$13,111.00	for 10 Prevention Personnel (NFPA, NFA, AFCA, Firehouse, Hazard Zone)
		NFPA Conference Air Fare \$400.00	NFPA Fire and Life Safety Conference
		NFPA Hotel \$480.00	Hotel

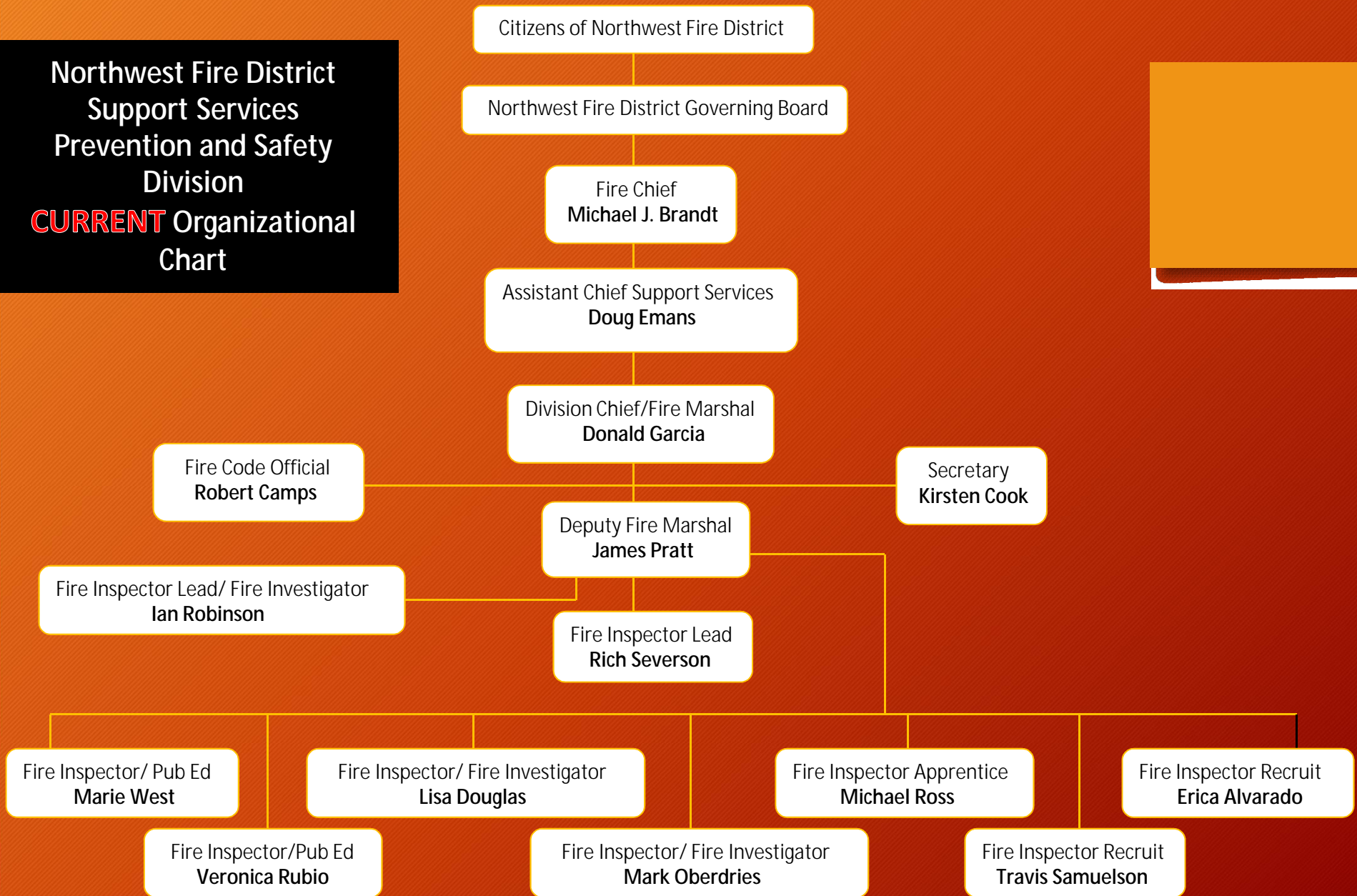
		NFPA Conference Per Diem	\$284.00	
		Firehouse Conference Air Fare	\$520.00	FireHouse Conference
		FireHouse Conference Hotel	\$800.00	
		FireHouse Per Diem	\$284.00	Per Diem
		AZFCA Local Conference \$450 X 1	\$450.00	Arizona Fire Chiefs Conference
		AZFCA Per Diem	\$284.00	
		Arizona Arson Investigation	\$1,380.00	Arson Investigation Hotel Costs
		Arson Investigation Per Diem (\$71) per day	\$1,136.00	Arson Investigation Per Diem for 3 Investigators for 3 Classes
		NFA 4 x \$342.60	\$1,370.00	National Fire Academy Meal Tickets for 4 Prevention Personnel
		Southwest Leadership Program Hotel	\$668.00	
		Southwest Leadership Program Per Diem	\$255.00	
		Fire Inspector III Hotel	\$1,000.00	For 2 Personnel
		Fire Inspector III Per Diem	\$600.00	For 2 Personnel
		Fire Inspector III Car Rental	\$200.00	Fire Inspector III @ Alabama Fire College
		Fire Inspector III Air Fare	\$1,000.00	For 2 Personnel
		Arizona Fire School	\$2,000.00	Arizona Fire School for 10 Prevention Personnel
100-5-2100-2177-000	Meals & Entertainment		1,200.00	Mini-muster & Hosted / Inhouse Training
		Annual Mini Muster	\$400.00	
		Fire and Life Safety Prevention Hosted/In House Training	\$800	
100-5-2100-2180-000	Training		\$15,860.00	FHETS, Advanced and Intro Arson, NFA, Inspector, Instructor)
		NFPA Conference \$990 x 1	\$990	NFPA Fire and Life Safety Conference
		Fire House \$900.00 x 1	\$900	FireHouse Conference
		AZFCA Local Conference \$450 X 1	\$450	Arizona Fire Chiefs Conference, Glendale, Arizona
		Intro to Arson I & II, \$400 x 2	\$800	Arson I & II for a 4th Investigator
		Advance Arson \$400 x 2	\$800	Advanced Arson for 2 Fire Investigators in Prescott, Arizona
		Fire Instructor I \$150 x 9	\$1,350.00	Fire Instructor I Certification
		Fire and Life Safety Educator Certification II 7 x \$150	\$1,050.00	Fire & Life Safety Educator II Certification
		Arizona State Annual Fire School 9 x \$150	\$1,350.00	Fire Prevention and Inspection Courses
		AGTS Various Professional Development Classes	\$1,870.00	AGTS 1 Class per employee
		AGTS Supervisor Academy	\$1,500.00	Supervisory Training for 1 employee
		Southwest Leadership Program	\$2,000.00	SW Leadership Program U of A Eller Executive
		Fire Inspector III Course \$500 x 2	\$1,000.00	Advanced Fire Inspector Course through Alabama Fire College
		Fire Plans Examiner Course \$200 x9	\$1,800.00	Pro-Board Fire Plans Examiner for 9 Prevention Personnel
100-5-2100-2193-000	Public Education	Mini Musters, Special Events, Station Tours, Schools	9,000.00	Average (Hats, books, promotional, pencils, etc)
100-2100-52196-000	Employee Recognition		1,500.00	Employee Recognition
100-5-2100-2198-000	Books & Periodicals		2,000.00	updated new editions / books for classes/Library
100-5-2100-2227-000	Contract Labor		14,000.00	CPR/First-aid instruction (Outside Vendor)
100-5-2100-2240-000	Health Services	Annual Physicals \$800 x 10	\$8,800.00	Annual Physicals for 10 Prevention Personnel
100-5-2100-2310-000	Cell Phones & Pagers		7,618.00	upgraded technology, iPhone, iPad
100-5-2100-2549-000	Hydrant Maintenance		10,000.00	Repair/Replace 2 Fire Hydrants
		Fire Hydrants 2 X \$5000	10,000.00	
100-5-2100-2560-000	Equipment Services		2,500.00	repair of fire safety / smoke house trailer / Generator Maintenance
100-5-2100-2620-000	Equipment Rental	Rental and maintenance costs for Prevention Copier/	4,000.00	Copier Rental
TOTAL NON PERSONNEL COSTS			119,785.00	
DEPARTMENT TOTALS			119,785.00	

NORTHWEST FIRE DISTRICT

PREVENTION AND SAFETY BUDGET

FY 2016/2017

**Northwest Fire District
Support Services
Prevention and Safety
Division**
**CURRENT Organizational
Chart**



**Northwest Fire District
Support Services
Prevention and Safety
Division**
**PROPOSED Organizational
Chart**



What we have done

- Prevention and Safety
 - a core service performing essential services in meeting the District goals of saving lives, protecting property and caring for our community.
- During the past two years an ongoing process to evaluate the Prevention and Safety Division to identify it's strengths, challenges and opportunities.
- Additional staffing and professional development were identified in the process as key to meeting strategic planning goals.

Statistics 2014 -2015

	2014	2015
• Inspections all types	3353	7660
• Plan reviews all types	550	1681
• Fire Investigations	40	12
• Child educational contacts	11,944	12,480
• Car seat install/inspections	150	114

Professional Development

- Instrumental in bringing professional training to the Northwest Fire District, Training Center (regionally)
- 1700 hours of instruction
- 70 Certifications

Where we are going

- Prevention and Safety has partnered with the community to improve services.
 - Contractors Coffee Forum
 - Development of a Contractor's Guide to provide standard details in a readily available format for Architects, Engineers and Homeowners.
 - Transitioning to an electronic plan review process to reduce paperwork and travel times for submittals.

Where we are going

- Partnership with the Pima County Building Department to streamline processes.
- Partnership with the Town of Marana for “one stop shop” service.

How we are getting there!

- Three inspector trainees were hired in May, 2015 to meet critical current staffing needs.
- A qualified fire inspector was hired in September to fill an opening created by the departure of one inspector to maintain current inspection service levels.
- A fire plans examiner was hired in November to fill the opening created by promotion of the former fire plans examiner to Deputy Fire Marshal and meet the increase in plan reviews and reduce turnaround times.

Budget Impact

- We are investing in our future through professional training, certification programs support of the accreditation community risk reduction programs.
- The alternative would fail to meet the expectations of our organization and the community.

Total Budget Requested

	Actual 2015- 2016 \$1,153.492	Projected 2016-2017 \$1,158,210.91
Personnel Cost:	\$1,070.314	\$ 1,038,425.91
Non-personnel:	\$83,178	\$ 119,785.00

- Personnel costs will remain almost status due to retirement of the Deputy Fire Marshal, one Lead Inspector and proposed hiring of 1 Fire Inspector Recruit.
- Increase in non-personnel costs due to training, travel, per-diem and certification costs.

Non-Personnel Costs

- Professional Development (Training, Travel, Per Diem)
 - \$28,971.00 / 12 = \$2414.00 per employee
- Public Education - \$9000.00
- Computer Supplies - \$10,400.00
- Operational Equipment - \$6,500.00
- Contract Services- \$14,000.00

Total Budget Requested

	Actual 2015- 2016	Projected 2016-2017
	\$1,153.492	\$1,158,210.91
Personnel Cost:	\$1,070.314	\$ 1,038,425.91
Non-personnel:	\$83,178	\$ 119,785.00

- Personnel costs will remain almost status due to retirement of the Deputy Fire Marshal, one Lead Inspector and proposed hiring of 1 Fire Inspector Recruit.
- Increase in non-personnel costs due to training, travel, per-diem and certification costs.

Prevention and Safety

- Questions?

Attachment 2

ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR
INFORMATION TECHNOLOGY

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1110	Salaries	154,811.12	163,483.00	98,374.90
1120	Hourly	109,297.02	98,547.00	163,113.60
1150	Overtime-Unscheduled	598.77	-	3,262.27
1190	PTO Paid Out	10,576.48	4,586.00	15,885.05
1195	PTO Reserve	-	1,965.00	-
1211	Medical Insurance	42,332.00	42,332.00	44,448.60
1212	Dental Insurance	1,823.00	1,828.00	1,955.96
1213	Vision Insurance	384.00	384.00	384.00
1216	Life Insurance	240.00	220.00	240.00
1218	STD Insurance	780.25	943.00	1,403.18
1230	FICA	16,062.49	16,652.00	17,399.42
1231	Medicare	3,756.37	3,894.00	4,069.22
1250	PSPRS	-	-	-
1251	ASRS	30,878.72	30,994.00	32,216.99
1270	Workers Compensation	12,414.14	13,312.00	14,649.19
1290	PEHP	2,958.56	2,620.00	2,806.36
TOTAL PERSONNEL COSTS		386,912.92	381,760.00	400,208.74
2110	Office Supplies	12.96	400.00	400.00
2130	Computer Supplies	92,353.80	65,000.00	75,000.00
2139	Operational Equipment	392.24	-	-
2140	Operational Supplies	11,816.31	50,000.00	50,000.00
2160	Dues, Memberships & Subscr	4,461.00	7,250.00	7,250.00
2170	Travel & Per Diem	-	1,500.00	1,500.00
2180	Training	115.00	20,000.00	20,000.00
2198	Books & Periodicals	66.19	2,500.00	1,500.00
2220	Computer Services	193,312.47	167,300.00	215,000.00
2223	Consultants - General	-	5,300.00	12,000.00
2310	Cell Phones & Pagers	6,185.82	6,250.00	6,250.00
2320	Electric	2,082.66	3,600.00	3,600.00
2330	Natural Gas	304.32	300.00	300.00
2350	Telephone	25,608.80	22,500.00	22,500.00
2370	Water & Sewer	139.29	300.00	300.00
2381	Radio Parts	25,370.87	7,500.00	2,000.00
2382	Radio Maintenance	663.47	15,000.00	15,000.00
2385	Transmitter Fees	-	11,000.00	12,000.00
2540	Building Services	-	-	-
2560	Equipment Services	10,632.77	20,000.00	20,000.00
2610	Building Lease	-	-	-
TOTAL NON PERSONNEL COSTS		373,517.97	405,700.00	464,600.00
DEPARTMENT TOTALS		760,430.89	787,460.00	864,808.74

ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR
COMMUNICATIONS

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1110	Salaries	57,106.77	60,183.00	60,949.98
1130	Temporary or Part-time	-	-	-
1190	PTO Paid Out	-	1,053.00	3,657.00
1195	PTO Reserve	-	451.00	-
1211	Medical Insurance	10,583.00	10,583.00	11,112.15
1212	Dental Insurance	457.00	457.00	488.99
1213	Vision Insurance	96.00	96.00	96.00
1216	Life Insurance	60.00	55.00	60.00
1218	STD Insurance	184.94	217.00	323.03
1230	FICA	3,350.02	3,825.00	4,005.63
1231	Medicare	783.44	894.00	936.80
1251	ASRS	6,617.92	7,119.00	7,416.88
1270	Workers Compensation	2,577.40	3,057.00	3,372.48
1290	PEHP	739.64	602.00	646.07
TOTAL PERSONNEL COSTS		82,556.13	88,592.00	93,065.01
2140	Operational Supplies	111.74	500.00	500.00
2160	Dues, Memberships & Subscr	142.00	368.00	368.00
2170	Travel & Per Diem	2,627.84	2,500.00	2,500.00
2177	Meals & Entertainment	102.62	250.00	250.00
2180	Training	395.00	6,833.00	6,800.00
2198	Books & Periodicals	-	150.00	150.00
2310	Cell Phones & Pagers	1,040.75	925.00	925.00
2382	Radio Maintenance	818.37	-	38,500.00
2390	Dispatch Services	924,330.00	910,038.00	1,001,042.00
TOTAL NON PERSONNEL COSTS		929,568.32	921,564.00	1,051,035.00
DEPARTMENT TOTALS		1,012,124.45	1,010,156.00	1,144,100.01

ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR

COMMUNICATIONS *Working copy*

ACCOUNT #	ACCOUNT NAME	Actuals FY 2014 / 2015	Current Bud FY 2015 / 2016	Proposed FY 2016 / 2017	
1110	Salaries	57,106.77	60,183.00	60,949.98	*Communication Manager Communications manager must be contemplated now to plan for move and implementation and start up January 2018.
1130	Temporary or Part-time	-	-	-	
1190	PTO Paid Out	-	1,053.00	3,657.00	
1195	PTO Reserve	-	451.00	-	
1211	Medical Insurance	10,583.00	10,583.00	11,112.15	
1212	Dental Insurance	457.00	457.00	488.99	
1213	Vision Insurance	96.00	96.00	96.00	
1216	Life Insurance	60.00	55.00	60.00	
1218	STD Insurance	184.94	217.00	323.03	
1230	FICA	3,350.02	3,825.00	4,005.63	
1231	Medicare	783.44	894.00	936.80	New radio system support agreement. Need to migrate radio service fees to this budget. PCWIN fees for monthly access will be \$71000. 10% increase in call volume growth.
1251	ASRS	6,617.92	7,119.00	7,416.88	
1270	Workers Compensation	2,577.40	3,057.00	3,372.48	
1290	PEHP	739.64	602.00	646.07	
TOTAL PERSONNEL COSTS		82,556.13	88,592.00	93,065.01	
2140	Operational Supplies	111.74	500.00	500.00	
2160	Dues, Memberships & Subscr	142.00	368.00	368.00	
2170	Travel & Per Diem	2,627.84	2,500.00	2,500.00	
2177	Meals & Entertainment	102.62	250.00	250.00	
2180	Training	395.00	6,833.00	6,800.00	
2198	Books & Periodicals	-	150.00	150.00	
2310	Cell Phones & Pagers	1,040.75	925.00	925.00	
2382	Radio Maintenance	818.37	-	38,500.00	
2390	Dispatch Services	924,330.00	910,038.00	1,001,042.00	
TOTAL NON PERSONNEL COSTS		929,568.32	921,564.00	1,051,035.00	
DEPARTMENT TOTALS		1,012,124.45	1,010,156.00	1,144,100.01	

FY 16/17 BUDGET YEAR
INFORMATION TECHNOLOGY *Working Copy*

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1110	Salaries	154,811.12	163,483.00	98,374.90
1120	Hourly	109,297.02	98,547.00	163,113.60
1150	Overtime-Unscheduled	598.77	-	3,262.27
1190	PTO Paid Out	10,576.48	4,586.00	15,885.05
1195	PTO Reserve	-	1,965.00	-
1211	Medical Insurance	42,332.00	42,332.00	44,448.60
1212	Dental Insurance	1,823.00	1,828.00	1,955.96
1213	Vision Insurance	384.00	384.00	384.00
1216	Life Insurance	240.00	220.00	240.00
1218	STD Insurance	780.25	943.00	1,403.18
1230	FICA	16,062.49	16,652.00	17,399.42
1231	Medicare	3,756.37	3,894.00	4,069.22
1250	PSPRS	-	-	-
1251	ASRS	30,878.72	30,994.00	32,216.99
1270	Workers Compensation	12,414.14	13,312.00	14,649.19
1290	PEHP	2,958.56	2,620.00	2,806.36
TOTAL PERSONNEL COSTS		386,912.92	381,760.00	400,208.74
2110	Office Supplies	12.96	400.00	400.00
2130	Computer Supplies	92,353.80	65,000.00	75,000.00
2139	Operational Equipment	392.24	-	-
2140	Operational Supplies	11,816.31	50,000.00	50,000.00
2160	Dues, Memberships & Subscr	4,461.00	7,250.00	7,250.00
2170	Travel & Per Diem	-	1,500.00	1,500.00
2180	Training	115.00	20,000.00	20,000.00
2198	Books & Periodicals	66.19	2,500.00	1,500.00
2220	Computer Services	193,312.47	167,300.00	215,000.00
2223	Consultants - General	-	5,300.00	12,000.00
2310	Cell Phones & Pagers	6,185.82	6,250.00	6,250.00
2320	Electric	2,082.66	3,600.00	3,600.00
2330	Natural Gas	304.32	300.00	300.00
2350	Telephone	25,608.80	22,500.00	22,500.00
2370	Water & Sewer	139.29	300.00	300.00
2381	Radio Parts	25,370.87	7,500.00	2,000.00
2382	Radio Maintenance	663.47	15,000.00	15,000.00
2385	Transmitter Fees	-	11,000.00	12,000.00
2540	Building Services	-	-	-
2560	Equipment Services	10,632.77	20,000.00	20,000.00
2610	Building Lease	-	-	-
TOTAL NON PERSONNEL COSTS		373,517.97	405,700.00	464,600.00
DEPARTMENT TOTALS		760,430.89	787,460.00	864,808.74

Salary for IT Manager may need to increase based on Market

Software including MS O365 subscription
Current consultant contract should wrap by august/september time frame

Tower Rental

58,900.00

NORTHWEST FIRE DISTRICT

TECHNOLOGY BUDGET

FY 2016/2017

INFORMATION TECHNOLOGY
COMMUNICATIONS



TOTAL BUDGET REQUEST

9% Increase

	Current	Proposed
IT	\$ 787,460	\$ 864,810
Communications	\$1,010,156	\$1,144,100
<i>Total Combined</i>	<i>\$1,797,616</i>	<i>\$1,963,910</i>



Information Technology

\$400,209 in Personnel Costs

Increase of \$18,448.74

- IT Manager remains vacant.

\$ 464,600.00 in Non-Personnel Costs

Increase of \$ 58,900.00

- Continue to update hardware.
- Maintain a Service Level Agreement with private firm.
- Software as a Service approach keeps us up to date in software.
- New tower lease expense on Tucson Mountain site.



Communications

\$93,065 in Personnel Costs

Increase of \$4473

- Must consider a Communications Manager if we choose to perform future Dispatch functions.

\$1,051,035 in Non-Personnel Costs

Increase of \$94,471

- Experience based increase in call volume throughout the Consortium.
- Have not factored increase in per call fees.
- Current upgrade in Radio Communications includes maintenance fees.



Attachment 3

ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR

FLEET SERVICES

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1110	Salaries	112,280.90	76,500.00	74,474.92
1120	Hourly	309,101.59	306,843.00	288,974.40
1130	Temporary or Part-time	7,089.41	9,391.00	12,521.60
1150	Overtime-Unscheduled	2,597.63	5,128.00	5,779.49
1190	PTO Paid Out	-	6,963.00	22,153.73
1195	PTO Reserve	-	2,984.00	-
1211	Medical Insurance	73,876.00	63,498.00	66,672.90
1212	Dental Insurance	3,190.00	2,742.00	2,933.94
1213	Vision Insurance	672.00	576.00	576.00
1215	PSPRS Cancer Insurance	50.00	-	-
1216	Life Insurance	379.44	330.00	360.00
1218	STD Insurance	1,317.40	1,398.00	2,019.52
1230	FICA	23,138.71	25,284.00	25,042.06
1231	Medicare	5,942.67	5,913.00	5,856.61
1250	PSPRS	7,227.70	-	-
1251	ASRS	45,270.20	45,950.00	44,930.72
1270	Workers Compensation	21,324.43	20,212.00	21,083.80
1290	PEHP	5,917.12	3,885.00	3,913.83
TOTAL PERSONNEL COSTS		619,375.20	577,597.00	577,293.52
2110	Office Supplies	20.38	-	-
2115	Fees	707.50	-	500.00
2130	Computer Supplies	80.51	-	-
2139	Operational Equipment	4,599.77	-	-
2148	Small Tools & Instruments	2,363.21	6,500.00	6,500.00
2160	Dues, Memberships & Subscriptions	1,275.53	1,500.00	1,500.00
2170	Travel & Per Diem	986.86	7,300.00	6,500.00
2180	Training	608.00	5,000.00	6,000.00
2198	Books & Periodicals	-	1,000.00	1,000.00
2227	Contract Labor	-	-	-
2310	Cell Phones & Pagers	2,821.31	3,200.00	3,200.00
2320	Electric	14,577.44	22,100.00	22,000.00
2325	Environmental Disposal	-	400.00	500.00
2330	Natural Gas	1,793.97	1,500.00	1,500.00
2340	Refuse Removal	997.68	1,200.00	1,200.00
2350	Telephone	790.38	1,000.00	1,000.00
2360	Television	464.76	450.00	450.00
2370	Water & Sewer	2,570.52	3,000.00	3,000.00
2511	Fuel	5,299.58	260,000.00	240,000.00
2512	Oil, Lubricants, Etc.	9,394.15	12,000.00	12,000.00
2513	Vehicle Parts	102,395.68	125,000.00	180,000.00
2514	Tires & Repairs	37,599.74	50,500.00	80,000.00
2515	Batteries	6,645.79	16,500.00	25,000.00
2519	Shop Supplies	11,638.69	18,000.00	18,000.00
2520	Vehicle Services	76,714.31	110,000.00	140,000.00
2521	Ground Ladder Testing	3,453.26	4,000.00	4,000.00
2522	Aerial Ladder Testing	1,790.00	2,000.00	2,000.00
2540	Building Services	304.50	-	-
2560	Equipment Services	6,613.43	5,500.00	14,000.00
TOTAL NON PERSONNEL COSTS		296,506.95	657,650.00	769,850.00
DEPARTMENT TOTALS		915,882.15	1,235,247.00	1,347,143.52

**ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR**

FACILITY MAINTENANCE

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1120	Hourly	44,019.84	43,572.00	46,300.80
1150	Overtime-Unscheduled	-	911.00	926.02
1190	PTO Paid Out	-	778.00	2,833.61
1195	PTO Reserve	-	334.00	-
1211	Medical Insurance	10,583.00	10,583.00	11,112.15
1212	Dental Insurance	457.00	457.00	488.99
1213	Vision Insurance	96.00	96.00	96.00
1216	Life Insurance	59.76	55.00	60.00
1218	STD Insurance	135.05	160.00	250.30
1230	FICA	2,505.01	2,824.00	3,103.75
1231	Medicare	585.81	661.00	725.88
1251	ASRS	4,374.26	5,262.00	5,746.94
1270	Workers Compensation	1,974.74	1,905.00	2,613.15
1290	PEHP	739.68	800.00	500.60
TOTAL PERSONNEL COSTS		65,530.15	68,398.00	74,758.19
2139	Operational Equipment	-	-	-
2148	Small Tools & Instruments	717.40	2,000.00	2,500.00
2160	Dues, Memberships & Subscriptions	253.00	500.00	-
2223	Consultants - General	17,307.70	15,000.00	20,000.00
2310	Cell Phones & Pagers	802.19	800.00	800.00
2320	Electric	2,385.65	2,000.00	2,400.00
2330	Natural Gas	101.45	300.00	250.00
2350	Telephone	39.53	120.00	100.00
2370	Water & Sewer	46.45	1,000.00	800.00
2530	Building Supplies	14,767.31	25,000.00	30,000.00
2540	Building Services	61,192.56	135,000.00	185,000.00
2541	Pest Control	7,430.00	7,500.00	8,000.00
2542	Janitorial Services	5,100.00	11,000.00	15,000.00
2543	Emergency Building Maintenance	12,969.94	45,000.00	45,000.00
2544	Preventive Maintenance	197,948.16	100,000.00	150,000.00
2545	Furnishings & Appliances	64,613.44	20,000.00	20,000.00
2560	Equipment Services	9,463.68	10,000.00	6,000.00
2563	Fire Sprinkler Insp./Maintenance	-	-	-
2610	Building Lease	-	-	-
2620	Equipment Rental	2,673.19	2,500.00	30,000.00
TOTAL NON PERSONNEL COSTS		397,811.65	377,720.00	515,850.00
DEPARTMENT TOTALS		463,341.80	446,118.00	590,608.19

ZERO BASED BUDGETING WORKSHEETS
FY 16/17 BUDGET YEAR

WAREHOUSE

ACCOUNT #	ACCOUNT NAME	Actuals	Current Bud	Proposed
		FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
1110	Salaries	66,573.92	-	-
1120	Hourly	144,838.54	103,385.00	96,012.80
1130	Temporary or Part-time	33,141.28	28,174.00	39,083.20
1150	Overtime-Unscheduled	271.04	1,140.00	1,920.26
1190	PTO Paid Out	-	2,322.00	5,875.98
1195	PTO Reserve	-	995.00	-
1211	Medical Insurance	31,725.00	21,166.00	22,224.30
1212	Dental Insurance	1,375.00	914.00	977.98
1213	Vision Insurance	288.00	192.00	192.00
1216	Life Insurance	220.80	110.00	120.00
1218	STD Insurance	592.33	306.00	519.05
1230	FICA	10,424.42	8,433.00	8,859.32
1231	Medicare	3,330.34	1,972.00	2,071.94
1250	PSPRS	12,266.58	-	-
1251	ASRS	20,687.89	15,696.00	11,917.28
1270	Workers Compensation	6,897.86	6,741.00	7,458.97
1290	PEHP	4,437.84	3,200.00	1,038.09
TOTAL PERSONNEL COSTS		337,070.84	194,746.00	198,271.17
2110	Office Supplies	4,679.63	7,600.00	7,600.00
2120	Printing & Duplicating	1,071.65	2,000.00	2,000.00
2130	Computer Supplies	-	3,000.00	-
2139	Operational Equipment	12,287.51	40,000.00	51,000.00
2140	Operational Supplies	19,561.28	30,000.00	88,000.00
2141	Uniforms	122,390.89	93,490.00	112,800.00
2143	Station Supplies	9,422.95	15,000.00	15,000.00
2144	Medical Supplies	132,121.30	90,000.00	90,000.00
2145	Consumable Rehab Goods	3,289.16	5,000.00	3,000.00
2146	Protective Equipment	117,879.91	130,000.00	249,500.00
2160	Dues, Memberships & Subscriptions	403.37	600.00	500.00
2170	Travel & Per Diem	-	1,000.00	2,500.00
2177	Meals & Entertainment	-	-	-
2180	Training	128.00	2,000.00	3,000.00
2227	Contract Labor	14,437.61	23,000.00	-
2310	Cell Phones & Pagers	2,434.16	2,000.00	2,000.00
2320	Electric	3,510.83	3,500.00	3,500.00
2325	Environmental Disposal	750.00	500.00	1,000.00
2330	Natural Gas	608.62	1,500.00	1,000.00
2340	Refuse Removal	997.68	1,000.00	1,200.00
2350	Telephone	237.10	240.00	250.00
2370	Water & Sewer	742.93	3,000.00	2,100.00
2515	Batteries	3,440.88	6,000.00	6,000.00
2535	Janitorial Supplies	26,583.94	30,000.00	25,000.00
2544	Preventive Maintenance	-	-	16,000.00
2550	Equipment Supplies	104.03	-	-
2551	SCBA Supplies	8,561.99	10,000.00	15,000.00
2552	SCBA Services	2,423.44	12,000.00	12,000.00
2560	Equipment Services	50,858.68	35,000.00	35,000.00
2562	Fire Extinguisher Insp/Maint	508.70	1,000.00	2,000.00
2620	Equipment Rental	75.33	5,000.00	2,500.00
TOTAL NON PERSONNEL COSTS		539,511.57	553,430.00	749,450.00
DEPARTMENT TOTALS		876,582.41	748,176.00	947,721.17

NORTHWEST FIRE DISTRICT

LOGISTICS BUDGET

FY 2016/2017

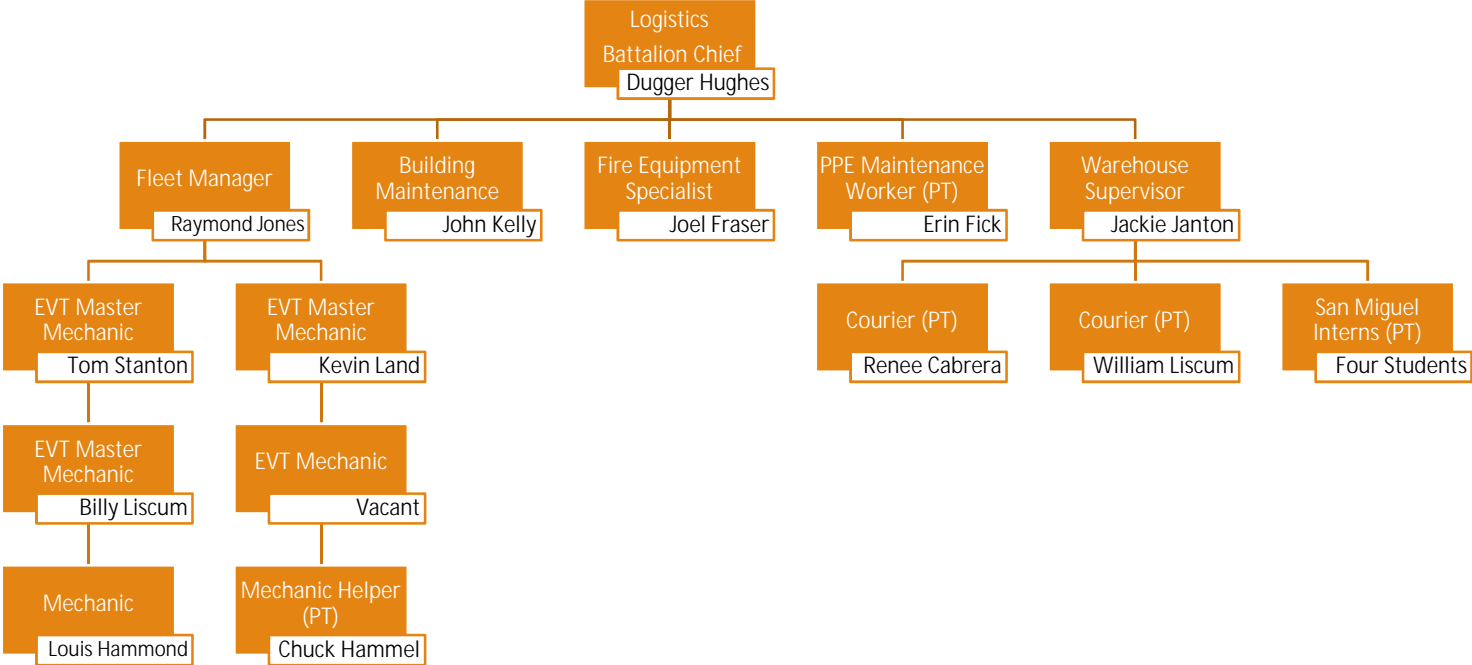
FACILITIES

FLEET

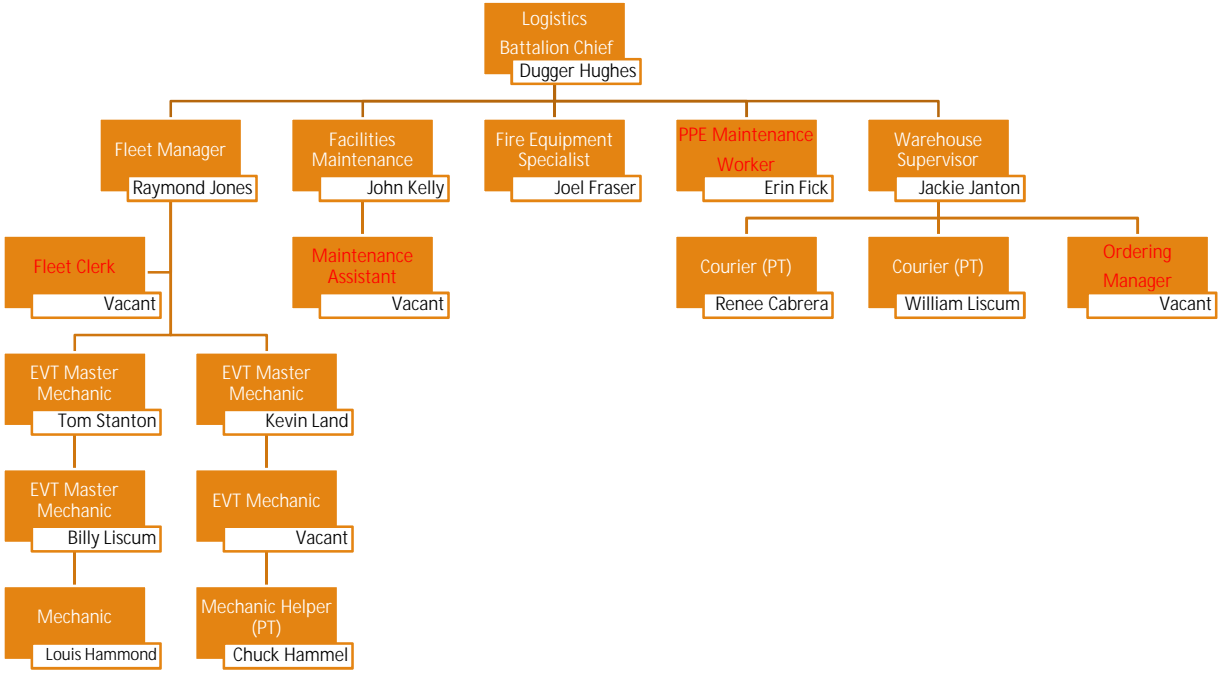
WAREHOUSE



CURRENT ORGANIZATION



PROPOSED ORGANIZATION



TOTAL BUDGET REQUEST

\$2,885,473

	Current	Proposed
Fleet	\$1,235,247	\$1,347,144
Facilities	\$446,118	\$590,608
Warehouse	\$748,176	\$947,721

FLEET MANAGEMENT

Responsible for over 100 vehicles.

- Currently we have 3 Master EVT's, with the goal for all Mechanics to be at this level
- Preventive Maintenance
- Emergency Maintenance
- Ladder Testing
- Emissions Testing
- New Vehicle Acquisition
- Surplus Vehicle Sales
- On Call 24/7/365
- Large inventory of replacement parts, enabling quicker repairs on front line apparatus
- DHS and DOT Inspections

FLEET MANAGEMENT

\$781,850 in Non-Personnel costs

Increase of \$124,200

	<u>Current</u>	<u>Proposed</u>
Fuel	\$260,000	\$240,000
<ul style="list-style-type: none"> • Current Fuel Costs + 10% • Extra Miles driven due to CON 		
Vehicle Parts	\$125,000	\$180,000
<ul style="list-style-type: none"> • Aging Fleet is costing more to maintain/repair 		
Tires and Repairs	\$50,500	\$80,000
<ul style="list-style-type: none"> • NFPA 7 year tire replacement recommendation • Additional miles due to CON 		

FLEET MANAGEMENT

Cont.

	<u>Current</u>	<u>Proposed</u>
•		
Vehicle Services	\$110,000	\$140,000
• Includes everything from oil changes to engine rebuilds		
• Aging Fleet is requiring more service		
Batteries	\$16,500	\$25,000
• Significant number now ending warranty period		
Oil, Lubricants, Etc	\$12,000	\$24,000
• Includes \$12,000 for a coolant storage and dispersal system		
Equipment Services	\$5,500	\$14,000
• Repairs to vehicle lifts, Forklift, and other equipment		

FACILITIES

The District's Facilities Staff (1) is responsible for the maintenance of 18 buildings in the District. This is an extremely important, and busy, position as we try to assure that all of our Stations are ready to go 24/7/365, as well as maintain all of the Administrative and Support Facilities.

The Central Services Campus (CSC) is seeing a significant amount of use, and as it ages the maintenance needs are increasing dramatically. The 2008 Business Plan recommended a full time Maintenance worker for this facility, alone.

We currently have numerous contracts with private companies for services such as bay door repair, electrical, plumbing, HVAC, landscaping, pest control, water sampling, fire alarm and sprinkler testing, generator testing, roofing, asphalt, appliance repair, gates, and construction services.

The size and scope of the Facilities Management on the District is significant, and a very important factor in assuring the District's success. Our Building Maintenance Worker has implemented a very robust preventative maintenance program that is saving the District a significant amount of money. Regular, preventative HVAC service, as an example, has shown a savings to the District of over \$40,000. We are hoping to establish a similar plan with our asphalt maintenance this year. These programs also allow for a budget that is more stable, with fewer unexpected major costs.

FACILITIES

\$515,850 in Non-Personnel costs

Increase of \$138,130

	<u>Current</u>	<u>Proposed</u>
Building Services	\$135,000	\$185,000
<ul style="list-style-type: none"> • Eighteen Buildings in the District • Numerous projects in the \$10,000 to \$20,000 range 		
Preventive Maintenance	\$100,000	\$150,000
<ul style="list-style-type: none"> • HVAC, Gates, Bay Doors, Landscaping, Parking Lots 		
Emergency Building Maintenance	\$45,000	\$45,000
Building Supplies	\$25,000	\$30,000
<ul style="list-style-type: none"> • Average of \$1,670 per District Facility 		

FACILITIES

Cont.

	<u>Current</u>	<u>Proposed</u>
Furnishings and Appliances	\$20,000	\$20,000
Janitorial Services	\$11,000	\$15,000
• Administration, CSC, and EMS		
Consultants	\$15,000	\$20,000
• Utilized for complex projects: increase due to potential new facilities		

WAREHOUSE

The Warehouse Staff is responsible for fire and medical emergency equipment and supplies, uniforms, station and facility equipment and supplies, Personal Protective Equipment (PPE), Supplied Air Breathing Apparatus (SCBA), and for other operational supplies needed by all District personnel.

Though we still have an oxygen generator at the warehouse, we have changed our process for Oxygen supply to the field due to the CON and associated AZDHS requirements. We now purchase the Oxygen from an FDA registered vendor.

Currently working with the EMS Staff to determine the best way to provide and account for EMS supplies on the Ambulances.

We are hoping to have our Fire Equipment Specialist and PPE Maintenance Worker become certified to do all Turn-Out repairs in-house. This could result in a savings of approximately \$35,000 annually to the District.

WAREHOUSE

\$749,450 in Non-Personnel costs

Increase of \$196,020

	<u>Current</u>	<u>Proposed</u>
•		
Protective Equipment	\$130,000	\$249,500
• Turnout Repairs-\$45,000, Annual Turnout Replacement-\$94,500, Brush Gear Replacement-\$40,000, Turnout Retirement-\$50,000, Turnout Repair Materials-\$10,000.		
Uniforms	\$93,490	\$112,800
• 204 PSPRS personnel, plus 5 Fleet employees all @ \$500 each, 8 non-suppression uniform @ \$350, 2 non-suppression full time @ \$150, 10 non-suppression full time @ \$100, 14 new recruits @ \$500		
Operational Supplies	\$30,000	\$28,000
• Firefighting Foam, tarps, Micro-Blaze Out, small repair items...		

WAREHOUSE

Cont.

	<u>Current</u>	<u>Proposed</u>
Medical Supplies	\$90,000	\$90,000
<ul style="list-style-type: none"> Does not include CON related purchases. Covers Engines, BLS.. 		
Operational Equipment	\$40,000	\$111,000
<ul style="list-style-type: none"> Hose, couplings, small tools, TIC maintenance, monitors.. <p>Includes \$60,000 for hose, as we develop a 10 year replacement plan.</p>		
Janitorial Supplies	\$30,000	\$25,000
<ul style="list-style-type: none"> For all District facilities 		
Preventive Maintenance	\$0	\$16,000
<ul style="list-style-type: none"> Annual Hose Testing 		